

PAW MEETING NOTES

December 5, 2022

PAW OFFICERS: Melissa Feeney (President), Amber Rud (Treasurer), Heidi Ness (Secretary)

Attendees: Melissa Feeney, Amanda Lengyel, Molly Penk, Lyndsey Olsen, Derek Branton, Heidi Ness

1. Introduction
2. Believe fundraiser update
 - a. Total earned was \$5,300
 - b. The check will arrive 5 days after shipment of items to the school
 - c. Shipment of items to school came in today Dec 5th
 - i. Items purchased
 - ii. Prizes for students who sold items
 - d. We qualified for \$500 shopping spree by signing up early last year
 - i. Must use by end of this month
 - ii. Could use for Teacher appreciation in May or cookies for next conference meal
 - iii. Mystery kitchen items are half-off
 1. Probably won't be able to buy items for all teachers but could raffle off prizes in a fun way
 - iv. Melissa will purchase
3. Play in a Week (Great Theater)
 - a. Possibly will do district-wide
 - b. If so, Great Theater will offer discounted rate of \$1,000 (last year cost was \$4,500)
 - c. School will have to pay, but this is very doable especially if we sell tickets for a donation
 - d. Derek has conference call with district officials tomorrow to help sell the idea
 - e. Need to nail down:
 - i. Dates – available in March, April, May
 1. Targeting week of March 13-17
 2. Play would be on Friday night (early)
 - ii. Supervision
 1. Derek will find out if this needs to be licensed teacher and/or staff member
 2. Lyndsay or Melissa could possibly do
 3. If non-licensed staff, school can compensate
 - f. Play mostly 5th grade but can open it up to 4th grade if there is room
4. Teacher requests for funds and budget update
 - a. Derek's misc requests
 - i. Good quality Kleenex
 1. If purchased through district, it is generic and poor quality
 2. Will need about 100-150 boxes
 - ii. School is going through lots of printer paper too – 30 boxes in first trimester
 - iii. PAW will do a supply drive in January

1. Reems of paper, Kleenex, extra school supplies like crayons and markers
 2. Next year we should look at purchasing these items at beginning of school year when they are cheaper
 - iv. 4th grade – seeking supplies for winter family board project
 1. \$60-\$75 will provide boards for entire grade-level
 2. PAW approves, will come out of budget
 3. Teachers buy and submit form for reimbursement
 - b. Teacher/Staff requests
 - i. Kindergarten Ginger-Bread Houses
 1. Two projects: Stand up felt person and cookie decorating
 - a. Cookie pricing
 - i. Cold Spring Bakery = 6 dozen for \$54
 - ii. Dutch Maid has 17 dozen for \$80
 2. Needs \$134.62
 3. Approved, will come out of budget
 4. Melissa will get frosting, M&Ms, plastic knives
 - ii. EL Ginger Bread Houses
 1. EBD and EL are currently combined in PAW budget
 2. Need to give each department their own budget
 3. There are 2 EL teachers and 80 EL kids
 4. EBD/EL combined has \$150
 5. Should bump EL to at least \$200
 6. EBD should go with SPED
 7. SPED has \$150 PAW budget + building budget
 8. Can this go into effect this year?
 - a. Budget already set for this year, but we can make adjustment if EL goes over
 - iii. Sweatpants for nurse
 1. Several families have donated
 2. Melissa plans to purchase additional pairs from Once Upon A Child
5. Ideas for spending some money
 - a. If we do well with Coin Wars, we may get close to max budget
 - i. Can't go over \$50K
 - b. PAW focused on providing experiences
 - c. Currently no field trips planned so want to get ideas from teachers on experiences
 - d. Will create a form for teachers to submit ideas for experiences and send out in January
 - i. Need to give them a due date – maybe mid-February
 - e. Derek will talk to teachers at next leadership meeting
 - f. Experience ideas
 - i. Raptor Center – free if certain percent of school qualifies for free/reduced lunch. Westwood is 47-51%, not sure if it would be free but we could still pay
 - ii. Game day in classroom
 - iii. Yoyo Guy
 - iv. Hemker Zoo
 - v. Magician
 - vi. Penguins
6. Beaver Island Tending for Cause
 - a. Took in \$224 from raffle
 - b. Beaver Island will pay all tips and \$1/pint sold

- c. Waiting on check, expected within 6-8 weeks – coming up on 8 weeks
 - d. Derek will follow up with Meredith tomorrow
7. Apparel
- a. Melissa has not heard from Felicia about doing apparel fund raiser
 - b. Looking at doing in January, Derek will follow up
 - c. \$1,700 from last year's sales is still in bank account
 - i. Planned use – playground equipment
 - 1. Replacement is very expensive and taking a while to figure out
 - ii. Could possibly use money for Robotics
8. Robotics
- a. Staff volunteer assisting with robotics
 - i. Think of ideas for compensating this individual
 - 1. 9 one-hour sessions @ \$15/hour
 - 2. \$165 total
 - ii. Possibly a VISA gift card
 - iii. Robotics season usually goes till February-March so we still have time to figure out