

# PAW MEETING NOTES

February 6, 2023

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

Attendees: Melissa Feeney, Amber Rud, Molly Penk, Derek Branton, Heidi Ness, Jennifer Och

1. Teacher Conference Meal
  - a. Melissa prepaid Olive Garden
  - b. Will have 4 create your own pasta stations
    - i. Fettuccine and Spaghetti noodles
    - ii. Meat Sauce, Marinara Sauce without Meat, Alfredo
    - iii. 3 proteins – meatballs, chicken, and something else
    - iv. 80 breadsticks
    - v. Salad
    - vi. There is a gluten free option – Derek to check if any staff is gluten free
  - c. Each set feeds at least 10 people. Leftovers can be eaten for lunch following day
  - d. Warmers, plates, and utensils will be provided
  - e. Westwood can take care of drinks and dessert
    - i. Water and pop
    - ii. Cookie tray
  - f. Pickup will be at 3:30, Melissa plans to pick up
    - i. Abby could pick up if needed
  - g. Conference meal #2
    - i. Budget is \$600 which covers both meals
    - ii. Most years we can usually do most both nights for \$600
    - iii. With rising costs, we could look at increasing to \$800 next year
  - h. Non-profits can submit 30 days in advance for Olive Garden gift cards, something to think about for next year
2. Robotics
  - a. 2 teams advanced to next round, will need \$155 each for registration
  - b. We have spent \$1500 if we cover this
  - c. Next year Steve thinks budget should be \$2000
    - i. District may cover \$500 which would also help with technology upgrades
  - d. Derek talk to Steve about having the team do a fundraiser for next year
  - e. Fundraiser ideas
    - i. Popcorn sales (cookies too)
      1. Online and doorstep shipping
      2. Would get 50% profit
    - ii. Shoe donation
      1. Collect gently used shoes (no holes or mold)
      2. Packaging materials would be sent and someone from organization would come pick up donation
      3. Check sent within 2-4 business days for x amount per pound of shoes
      4. Shoes sent to impoverished countries where they are resold

- iii. Sports-type fundraiser
      - 1. Heggies pizzas or candy bars
      - 2. Put commitment on kid to sell
    - iv. Could also consider hosting a tournament
      - 1. This would generate the most money
      - 2. We did host one year at North and it generated enough money to fund entire season.
      - 3. Revenue from:
        - a. Entry fee for teams
        - b. Admission fee for adults
        - c. Concessions
      - 4. Would need a lot of volunteers, PAW could help with organizing
    - v. Other ideas
      - 1. Scent shoppe – pens, pencils, scented critters
        - a. Buy box and sell for profit
        - b. Could sell on the side at any event
      - 2. Apparel sales or spring catalog sale
      - 3. Community yard sale
        - a. All we would need to do is advertise
        - b. Charge each vehicle x amount to reserve a parking lot space
        - c. People come, sell their stuff, and leave
- 3. Extra Clothes for Nurses office
  - a. Good on boys apparel
  - b. Need girls pants and underwear size 8 (small/medium)
  - c. Gender neutral would be good
  - d. PJ bottoms work also
  - e. Will go to Once Upon a Child for pants and Walmart for undies
  - f. Funds to come out of nurse budget
  - g. Can look at sending note home – explaining what happened and please wash and return to school. Could also include a clothing label, Heidi has an extra pack.
- 4. Coin Wars
  - a. Pushing date out because there is a lot going on in Feb
    - i. Kindness collection
    - ii. Book sale
  - b. Look at doing April 10-14
  - c. MCAs are April 17<sup>th</sup>
  - d. Will send out post and flyer to advertise
    - i. Include cutoff time of noon Friday for competition
    - ii. Donations will still be accepted after that time though
  - e. Discussed doing school goal vs grade against grade competition
    - i. Pizza got a bit ugly last year because top two winners were so close
    - ii. Will keep as grade vs grade – competition makes the event more fun and motivates participation
    - iii. Will be very clear about the rules and cutoff time
- 5. Picnic in May
  - a. Looking at doing Thursday May 11
    - i. Kindergarten night May 4 – Derek to confirm – we don't want to conflict with this event
  - b. Food Trucks
    - i. Charge a fee of \$100 rather than asking for donations
      - 1. Only one vendor donated to Westwood last year

- ii. Give past vendors first priority
  - iii. Could do up to 8 trucks, we had 6 last year and lines were long all night
  - iv. Melissa has email from Sherri with vendors from last year and can modify
  - v. Send email out soon, give them 3 weeks to decide. Send reminder after 1.5 weeks
- c. PAW can sell soda and water
  - i. Go pick up a couple cases of water and popular pops
  - ii. Sell for \$1 and offer venmo payment option
- d. Ideas for entertainment
  - i. Reed's band
  - ii. Games in PAW closet
- 6. GREAT Theater
  - a. Practice after school March 27-31
    - i. 2:00-5:00/5:30 depending on how much time is needed
  - b. Two performances at Westwood on Friday March 31
    - i. 9:30-10:30 am for students
    - ii. 6 pm for families
  - c. 5<sup>th</sup> grade only, already have 20-25 people interested
  - d. Need volunteers
    - i. Derek to check with staff member who has two performers
    - ii. Can also solicit volunteers on paper form that goes home
  - e. Registration/permission form
    - i. Melissa draft form using last year's as starting point
      - 1. Include spot for donation to offset costs or charge small entry fee
      - 2. Add venmo
      - 3. Remove medical piece
    - ii. Send to PAW for review, Molly can work with media for printing
    - iii. Send forms out Feb 23-24
      - 1. Wanting to get these out and on people's radar before spring break
      - 2. Deadline for registration Friday March 3<sup>rd</sup>
  - f. Cost is \$1,000 this year, cheaper than last year since all schools in district are participating
  - g. No charge for admission but people can donate
    - i. Donations generated \$750 last year
    - ii. Bucket in front of gym door
    - iii. Can put out a sign with Venmo too
- 7. Staff requests for \$
  - a. Robotics State Competition Entry Fee
    - i. \$155 per team will be covered by PAW
    - ii. Mr Tax emailed Amber
    - iii. Amber respond that funds are approved and determine what is easiest for payment – just use existing card?
    - iv. Mention that we are looking into robotics-specific fund raising for next year
  - b. Derek reiterate to staff that PAW is really focused on providing experiences for kids. Still checking on transportation costs. Some grades already have ideas in the works:
    - i. Kindergarten Raptor from U of MN – Falcon Owl and Hawk will come to Westwood
      - 1. \$365
      - 2. Already scheduled and approved
      - 3. Would like to know ASAP so they can book for May 24
      - 4. Molly ask Jill how they want the payment

- ii. First grade and 2<sup>nd</sup> grade
    - 1. Derek talk to staff about having MN landscape arboretum come
      - a. Sunflower experience
      - b. Plantmobile – mobile van priced for 32 kids
      - c. Hands on experience, standard for 1<sup>st</sup> grade
      - d. 135 kids total, would do 4-5 classes
      - e. \$675-\$800 – budget is \$1,400 for the two grades
        - i. Any leftover money can be used for party or something special at end of year
    - 2. Gearing up for planned outdoor learning space that will be built
      - a. Donated land by river, across from Westwood parking lot
      - b. Phase 1 – put in raised gardens and animal habitats
      - c. May need some funding but will start with grant writing
      - d. Viable outdoor learning space for years to come
      - e. Westwood will do presentation to school board in spring about plans
        - i. Asking district to do some gravel and surveying
      - f. Several houses will be torn down
      - g. Eventually would like to get across river to park
  - iii. 5<sup>th</sup> grade will go bowling
  - iv. Need plans for 3<sup>rd</sup> and 4<sup>th</sup>
  - v. 4<sup>th</sup> grade has Stearns County electrical coming this week
    - 1. Learn about electricity and then kids get a lightbulb
    - 2. Free event
  - c. Terri Kerber – reimburse \$28.42 for magnetic key holders for sensory room
    - i. Amber cut check, Molly will give to Terri
8. Mrs. Martini's email
  - a. Would like to purchase a game or puzzle for each of the 17 classrooms for completing daily trivia questions that go with one district one book
    - i. Estimating \$250
    - ii. Approved, will take from I love to read month category \$200
  - b. Food for family breakfast on Thursday March 2, 3 cases of muffins \$85 – can take from muffins with mom
  - c. Molly touch base with Sara about reimbursement to find out what is easiest