Westgate PSO General Meeting

October 25, 2023

Meeting called to order 6:34 pm - In attendance: 11 in-person, 3 Zoom Attendees

Attendees:

- In-Person
 - O Kristin Grecco, PSO Co-Chair
 - O Ellen Sontra, PSO Co-Chair
 - O Kalina Shouse, PSO Treasurer
 - O Krysta Johnson, PSO Secretary
 - O Sarah Lemmon, PSO Enrichment Chair
 - O Eddy Lindenstein, PSO Fundraising Chair
 - O Maura Caley, PSO Treasurer Shadow
 - O Stephen Hearn, Westgate Principal
 - O Kara Gilanders
 - O Kaitlin Giboney
 - O Kevin Fitzgerald
- Zoom Attendees
 - O Siri Johnson, PSO Chair Shadow
 - O Leah
 - O Tracy

Agenda:

- 1. Introductions (Kristin)
- 2. Approve prior meeting's minutes (Krysta)
- 3. Treasurer's Report (Kalina)
- 4. School Update (Mr. Hearn)
- 5. Fall Festival (October 27 6-8 pm)
- 6. Fun Run Recap + Results
- 7. Greenery + Wreath Sales
- 8. Spirit Wear
- 9. Skate Night Discussion
- 10. Holiday Giving
- 11. Upcoming Events
 - O 11/17 Fun Run Assembly (afternoon)
 - 0 1/21 Goodwill Truck at Westgate
 - O 1/24 Taproot Theatre Assemblies (during school hours)
 - O 1/24 January PSO Meeting
 - O 3/1 Science Night
- 12. Questions? (Open to all)



Minutes:

Meeting called to order at 6:34 PM

- Introductions (Kristin)
- Approve minutes from last meeting September 27, 2023 (Krysta)
- Unanimously approved
- Treasurer's Report (Kalina)
- One grant for special ed, SLP and school psychology (\$252)
 - Computer program that gives picture cues
- Fun Run
 - O Raised \$32,511.50
 - Reminder that employee matching dollars as part of this final number are included in the budget separately when we evaluate at the end of the year
- School Update (Mr. Hearn)
 - Committee Work
 - O 3 Staff Committees:
 - Leadership School Improvement Plan, drives professional development
 - Building Budget, systems and safety
 - Equity Includes members of the community, currently just involves teachers/staff
 - Equity work:
 - Once a month on a Tuesday from 3:30 -4:30
 - Celebration of cultures hosted earlier this year
 - Superintendent and district employees liked the bus to pick up families and is going to fund and build out district-wide
 - Monthly Theme: Librarian adds designs to the library and classroom work is done
 - Upcoming Bond in 2024 to replace Westgate
 - How can people support helping it pass? Word of mouth letting folks know that it is needed
 - What does that mean? Timing wise? Building complete within 3-4 years. Would likely build where the field is today. Would have to temporarily relocate and school would remain together – cannot stay here (possibly the Woodway Campus). It would not include 6th grade going forward
- Fall Festival (October 27 6-8 pm)
 - O Committee has been working hard to put it together
 - O We are still in desperate need of volunteers likely 25-35 volunteers still needed
 - O If we do not get volunteers, we will need to not offer some games/activities
 - Can we add signs at car/walking drop off/pick up to remind parents to sign up?
 - Yes, we will also have half-sheets to hand out with a QR in the afternoon as well

- Maura, Siri and Kara to hand out sheets on the grassy area
- Can we ask teachers to send via Parent Square?
 - Ellen to ask Michele to ask teachers if they can send out a message via ParentSquare
- Can we do registrations via ParentSquare like the district in the future?
 - Michele is working on getting PSO access, so this is to be determined
 - For Science Night, Ellen will see if Michele can handle on PSO's behalf if PSO does not have access.
- We have a DJ that is bringing a fog machine and lights (Edmonds parent that DJs many of the Maplewood events)
- Fun Run Recap + Results
 - Goal: \$35,000
 - Raised: \$32,511.50
 - The new platform has a significantly less platform fees, which allowed us to retain more of the donations
 - Orthodontics Exclusively donated shirts for each student (about \$5,000 in donation)
 - Top three fundraisers raised over \$1,000 each
 - Those students will receive prizes as well as three randomly selected participants
 - O Michele will select students
 - O Donations needed soon for prizes a screenshot will suffice in the interim
 - Assembly will be November 17 (after 1:10 PM parents invited ^(after 1:10 PM)
 - Teachers will play minute-to-win-it style prizes
- Greenery + Wreath Sales
 - O Start Friday [DATE] at 4 PM with initial promotion at the Harvest Festival
 - The flyer will go out next week
 - O We are offering the same items, plus a longer, 75' garland
 - O Wholesale prices have gone up
 - O Sale will end on the 15th of November
 - Delivered Wednesday November 29
 - Eddy will get a time frame from the retailer to understand what the window is for delivery
 - O Family pick-up on Thursday November 30 between 4-7 PM
 - O PSO will work with the school to find a proper space to notify volunteers in advance
- Spirit Wear
 - Delivered yesterday; Kristin will send notifications out to families that ordered by EOD Thursday
 - We want to avoid sending into the classrooms to avoid anyone feeling left out
 - O Total Raised: \$458
 - O Families can pick up at the Fall Festival
 - O Kristin will plan a night the following week for people that cannot attend the Fall Festival
 - We will consider doing Spirit Wear again in the spring at a future PSO general meeting
- Skate Night Discussion

- We have an opportunity to do a Skate Night at Lynnwood Bowl and Skate
- The event will be a Tuesday or Wednesday night from 6-8 PM after Winter Break
- The event is not a fundraiser but a community building event; a \$10 fee per person is charged at the door
- It is an event that is closed to the public
- O PSO could offer \$200 in scholarship funds (20 students)
- O We need to note on the flyer that it is not a drop-off event
- O Co-Chairs will follow up and get possible dates
- Holiday Giving
 - Families in the month of November can ask for additional support for the holidays (gift cards to Winco, Kroger and Target)
 - Gift Cards are distributed before Winter Break
 - Messaging will go out to all families to ask for donations (funds or gift cards in \$25 increments)
 - We have some organizations that also donate
 - PSO also makes a \$500-\$1,000 donation to fill any gap
 - Last year, we handed out almost \$10,000 in gift cards supporting ~90 families
 - Michele and Cynthia handle disbursement
- Upcoming Events
 - 11/17 Fun Run Assembly (afternoon)
 - 1/21 Goodwill Truck at Westgate
 - We will be asking for volunteers as we get closer
 - Two trucks to fill and we will receive a \$1,200 donation
 - 1/24 Taproot Theatre Assemblies (during school hours)
 - 2 assemblies with a focus on anti-bullying
 - 1/24 January PSO Meeting
 - 3/1 Science Night
 - If you know anyone who does anything in the science field and is interesting in presenting, please contact Sarah Lemmon
- Questions? (Open to all)
 - None

Meeting called to a close at 7:26 PM