

MINUTES

Westgate Elementary PSO Minutes

November 18, 2015

In attendance

[Attendee Names]

Approval of Minutes

The minutes were read from the [\[click to select date\]](#), meeting and approved.

Principals Report

- 11/17-11/20 Young author's visiting –the author of Maddie's Fridge
- Westgate is doing a holiday giving of 25\$ gift cards to families in need, if anyone is interested in donating please contact the school office
- Honor choir performance at Benaroya hall 2 pm sat 11/21
- No school 25-27
- USborn book fair Tue 12/1-12/3
- Blitz from the Seahawks visits Dec 11 10:30-11, and kids get to silly string the principal
- Dec 10 3rd and 4th grade holiday concert in gym
- Dec 11 – early release date (Friday) @ 11:40
- Dec 21 winter break begins

Fundraising Report

Believe kids update– We will get the shipment the first two weeks of December (estimated ETA) and will need volunteers to help deliver to classroom.

Discussed promoting our Amazon promo on the website, Facebook and through school communication during the holidays. Some discussion about adding an Amazon store page to the website at some point in the future.

We have already brought in more than last year in our fundraiser for Believe Kids and the Fun Run – this is encouraging! Next fundraiser will be in the Spring with the cookie dough, could bring in about 5000\$

Budget

Board members met to set and balance budget for 2015/16 school year.

The proposed budget focuses on trimming the budget and to work within current fundraising/revenue goals. This does not mean eliminating enrichment activities but looking for areas to replace what used to be expenses with free or less costly options. For example, instead of purchasing gift cards to give out to volunteers, we might ask a company like Starbucks to donate them.

Currently planned enrichment events that we will focus on making more cost effective are: Dance dude, science night, Missoula children's theater, enrichment classes, art walk, kindergarten graduation, Hamilton printing.

Discussed the current set up of separate enrichment and general fund line within the PSO budget. Chris has worked to identify enrichment items and track them against the given budgets. There is general agreement that the PSO will continue to honor the earmarked enrichment fund for events and activities currently funded from that area. Current budget trimming efforts are focused on extending the current enrichment funds for several years rather than spending that money down.

Motion to approve the proposed budget was made and approved unanimously.

Once the earmarked enrichment fund has been spent down enrichment will become part of the general fund. Enrichment is and will continue to be part of the PSO's goals.

Science night plans and budget were discussed: We are looking at options for what parts of Pacific Science Center can bring to science night. There are several options and will be looking to see which fits best within the option. Discussed pros and cons from the teacher perspective of the assembly, planetarium and other PSC packages. Will return to this conversation and make decisions in planning the event.

In a brief brainstorm for other fundraising opportunities or cost saving efforts to support the PSO budget here are some ideas:

- PSO could pursue sponsorships from local businesses (realtors etc)
- Look for tapping sources in the region (bakeries grocery stores etc), in addition to traditional fundraising efforts
- Community Garage Sale
- Look into other less costly productions such as Mobile Ed productions: they do assemblies, so an example of things we can think about for next years budget

Upcoming Events

- Cookie night: Buy a cookie, decorate it – being organized by NIng
- 1 skate night
- 1 movie night – Being organized by Lea

Discussed goal of pairing two PSO members for each event with the goal of engaging two new volunteers to introduce them to PSO and proactively engage a new volunteer base.

Meeting adjourned at 8:20 pm

Next Meeting 12/16/15