

Wakefield Elementary School  
PTA Board Meeting Minutes

Date: February 05, 2019  
Meeting called by: WES PTA  
Facilitator: Kristen O'Janpa  
Minutes: Kristen O'Janpa

Time: 5:00 pm  
Type of Meeting: Standard  
Timekeeper: Kristen O'Janpa  
Location: WES Media Center

Attendees: Jenni Ellinger, Tonya Felmly, Stephanie Schmitt, Kristen O'Janpa, Shelly Rotosky, Danielle Taylor, Brandy Strausbaugh, Kelli Fontenot

Absentees: Michelle Tomlinson, Cindy Keech, Jackie Hunter, Caroline Kohls

Call to order at 5:04 PM by Kristen O'Janpa

Review the January Minutes - Kristen O'Janpa

A motion was made to accept the minutes, second by Shelly Rotosky.  
-Minutes approved.

**I. Treasure-Stephanie Schmitt**

A. Reviewed Budget/Shared a copy with the board.

**II. Principal Report: Danielle Taylor**

A. Media Center renovation is complete

B. Lego Wall

- a. Clarification of which funds will be used to finance the lego wall is needed. Kristen O'Janpa will reach out to Michelle Tomlinson and Cindy Keech to resolve.  
Money is needed to buy the plates that make up the wall.

C. STEM Lab:

- a. Ms. Bohoric mentioned the need for chrome books for the STEM lab.

D. Upcoming Lego Drive in the Spring.

- a. There will be a lego drive to provide legos for the lego wall in the STEM lab this spring. Date TBD by Danielle Taylor.
- b. It was mentioned to possibly have discounted Spring Carnival admission for those who bring in legos (by the bag) to donate for the LEGO wall in the STEM lab.

### **III. Teacher Report: Kelli Fontenot:**

- A. Kindergarten Orientation is May 14, 2019 from 6:00-7:30 PM
  - a. PTA will provide cookie snack for this event. Will discuss further logistics next meeting (March).

### **IV. President: Michelle Tomlinson: (shared by Kristen O'Janpa since Michelle was absent)**

- A. Points of Light Disney Volunteer project:
  - a. Volunteers from Only One You rock painting project and PTA members please register/join our school project online. Link below.  
This will help us to be eligible and possible win the free disney world passes that we auction off at the EWE event.

Link:

<https://www.allforgood.org/projects/o83Zv2Q5>

Our Project Title:

Only One You Wakefield Elementary

- B. Teacher Grants:
  - a. It was clarified that Individual Teacher Grants can be up to \$300.00 and Grade Level Grants can be up to \$500.00.
  - b. Fourth Grade submitted a teacher grant to provide flexible seating options as well as a lamp and lampstand for their Peace Places.

This includes: 4 saucer chairs

4 carpets

4 lamps

4 lamp stands

Total: \$508.93

A motion was made by Jenni Ellinger to grant the fourth grade team \$500 for their grant request. Kelli Fontenot seconds, all voted in favor of \$500.

The remaining \$8.93 will need to be covered by the fourth grade team.

- C. Ms. Williams in 5th grade still has a student that does not have a chrome book.  
Kristen will check with Michelle and Cindy about how/if this can be

resolved. Each 5th grade class has 26 students and 26 chrome books, but Williams has 27 students. She has needed an additional chrome book since fall. A second round of chrome books was purchased in the fall with technology money that we had leftover from 2017/2018 and Williams was supposed to get one from that lot.

D. BAC Meeting is February 11, 2019 at WHS. Danielle Taylor will be attending to represent WES.

E. PTA Positions for next year open:

President

VP of Membership

VP of Communication

VP of Grant Writing (may be available)

#### **V. VP Events- Brandy Strausbaugh**

A. Family Dance: This Friday February 9, 2019- Love Around the World

- a. 160 tickets sold thus far. Planning for about 250. Tickets can be bought at the door.
- b. \$7 per person. Age 2 and under free. Be cautious as to whether or not we invite older siblings.
- c. Food Stations: Italian, French, Asian, Mexican  
Brandy, can you get Tonya each of the vendor's logos? She can make a flyer to "Thank" and recognize the vendors.
- d. Aimee Allen will have a table to see the Warm and Fuzzie kindness grams.
- e. Craft table will be set up with picture frames.
- f. New DJ

B. Spring Carnival coming April 6, 2019

- a. Original time 11am-2pm, however this is a conflict with the elementary school Science Olympiad. The Science Olympiad will be held at Heritage. Should we move the time out later, like 12pm-4pm?

#### **VI: VP Grant Writing- Cathy Harms**

- A. Applying for the Lowe's "Toolbox for Education" grant. Due this Friday, Feb 8th, 2019  
-This grant will be for some outdoor literacy activities/flexible seating (i.e. Kindergarten outdoor chalkboard, benches, possibly a library area, creative ways to put up more shade for those doing literacy activities outdoors.

## **VII: VP Student Services/Cultural Arts : Jenni Ellinger**

- A. Only One You Rock Project in full swing. Week 1 has gone well and most students have finished the first part of their project.
- B. Teacher Appreciation:  
Shana has coordinated for The Lemon Tree to cater boxed lunches for the teachers on early release day, February 15th.  
Kelli Fontenot reminded all teachers that she needed their lunch choices today to fulfill the order.
- C. School Store: Stephanie Schmitt
- School Store will be open this Thursday, Feb 7
  - Will have fun valentine items /smelly pencils and the leftover PBIS stuff.
- D. Vinyl Decals for the school walls/bathrooms have been printed and cut.  
-Lauren Jones and Cathy Harms applied some to the 5th grade bathroom on Tuesday, February 6th. They still need to have some heat treatment from a hair dryer to become flush with the wall.  
There will be another day set to continue to apply the other decals.
- E. School Supply Boxes for Students: Jenni Ellinger
- a. Jenni researched the price for a company to supply prepackaged school supplies to our students in the beginning of the school year.  
  
-Prices ranged from \$50-\$72 per kit (vary per grade level)  
  
-Is this too costly for our students? Not all students have to purchase. A minimum of 50 kits for the whole school must be purchased.  
-Let's plan to vote on whether or not we will offer this in the upcoming school year at our March meeting.  
  
-It was brought to our attention that it might be helpful for the PTA to coordinate with the school social worker and school counselor to provide a supply closet for the students who do not bring supplies in the beginning of the year but need them.

## **VIII: VP Membership: Shelly Rotosky:**

- A. 204 Members! Yep she got one more and it is February!

B. Winners of Volunteer Drawings:

Parent: Tracy Lensing  
Staff: Randy McFarland  
Volunteer: Carey Koenig

**VIII: VP Fundraising: Jackie Hunter (absent):**

A. Boosterthon: (Information from January Minutes)

- February 26, 2019-Teacher kickoff meeting in the morning/student pep rallies.
- February 27,2019-March 06, 2019- Daily student meetings during specials.
- March 07, 2019- Fun Run! (Jackie will email times)
- WES master calendar has been updated with the boosterthon
- Rosemary Ros reached out about t-shirt sizes via email January 30, 2019

**X: VP Communications: Tonya Flemly:**

A. Working on Family Dance flyer that will recognize vendors who are participating. Tonya already has Milton's logo, just needs the other logos of the companies/restaurants from Brandy.

B. Please supply the information as soon as possible.

Meeting Adjourned at 6:35 PM