



## Wakefield Elementary School PTA 2020-2021 WES PTA GENERAL Meeting

**Date: December 08, 2020**  
**Meeting called by: WES PTA**  
**Facilitator: Kristen O'Janpa**  
**Minutes: Kristen O'Janpa**

**Time: 4:30 pm**  
**Type of Meeting: General**  
**Timekeeper: Kristen O'Janpa**  
**Location: Zoom call**

Attendees: Kristen O'Janpa, Cindy Keech, Michelle Tomlinson, Kelli Fontenot, Elizabeth Gilliam, Stephanie Sanderoff, Jenni Ellinger, Carey Koenig, Parent: Colette Meador, Felicia Howard

- I. Call to order at 4:31PM by Kristen O'Janpa**
- II. Review of November Board Meeting Minutes**

A. A motion was made to approve the November Board Meeting Minutes. Seconded by Cindy Keech. Approved.

- III. President Update: Kristen O'Janpa**

A. Special shout out to Caroline and Michelle for making our wreath fundraiser so successful.

B. General School Updates:

1. Last day to enroll/disenroll for VA/Plan B for the second semester is tomorrow, December 9.
2. Be thinking about upcoming board positions that are coming available in Fall 2021. Some confirmed openings are President, Communications, VP of Student Services/Cultural Arts Secretary and VP of Grant Writing. Kristen will be asking around to see if any current board members would like to move internally for the next school year.

- IV. VP Student Services/Cultural Arts: Jenni Ellinger**

A. Teacher Appreciation - Carole sending out a SUG to supply individually wrapped treats for the teacher breakfast December 16th. All items must be store bought.

B. The Beast is being shared virtually this week (December 7-11)

C. Jenni is pursuing getting new WES sweatshirts for the school store.

- V. VP Events: Julie Raftery (Absent)**

A. Ms.Keech shared that any event at this time should be virtual for spring 2021

**VI. VP Grant Writing: Lindsay Sommer (Absent) Kristen Shared**

- A. Ms.Gilliam made a motion to approve an individual Teacher Grant of \$99.00 to Ms. Bateman for a one year subscription to Teacher Breakout Edu. Motion Second by Ms.Fontenot.approved

**VII. VP Fundraising: Caroline Numbers(Absent) See Caroline's email notes attached.**

- A. Wreath Fundraiser - Michelle Tomlinson: Wreath Fundraiser was fun and did well for the situation. Did not meet the initial budget goal, but still did pretty well.

-Sold 77 wreaths, was surprised by how many were sold without bows.

-We have an abundance of bows left. We will try to sell some on the school store site at a reduced cost and save the rest to possibly use for next year. Michelle will work with Jenni to post on the member hub site.

-If we do this fundraiser next fall, it might be a good idea to make it more of an event and have hot chocolate set up at the pick up site as well. Also, the flyers in the mailboxes were not as successful as hoped, we can print less next year to save on cost if we do the fundraiser.

- B. Kristen shared the idea of doing a Read-A-Thon or Dance Fit Event by Boosterthon. We spent a lot of time discussing the potential of both fundraisers. Some points brought up include the following:

-Read-A-Thon would be a PTA run fundraiser with about 75-80% profit of all proceeds brought in.

-Read-A-Thon could be tied in with Read Across America.

-There were concerns shared about how the one from years past was not very successful.

-Will the kids be as excited to participate in the read-a-thon? How many times will they have to log their reading? Will it be too much to manage on the homefront?

-Boosterthon Dance Fit event expects about a 25-30%drop in donations per their experience with other Title 1 schools in Wake County. They continue to show success in bringing in donations even though virtual.

-One week available for their full service option, it is the week after our spring break. April 8-16th.

-What would huddles look like virtually? Will it be too much for teachers/PTA to expect the students/parents to watch and support.

-Colette shared that her previous elementary school did a fun run virtually and it was very successful this past fall. Similar demographic/population to WES.

-Wakefield Middle School Step It Up virtual fundraiser was successful , but also consider the kids are older and could initiate most of communication to sponsors. High tech prizes were helpful incentives within the first week of the fundraiser to get more kids involved.

-Michelle mentioned the potential of an Acts of Kindness Project fundraiser similar to one of Caroline's fall suggestions.

-Kristen will share points from the discussion with Caroline and will communicate further decision options with the board to vote in as soon as possible.

**VIII. VP Membership: Carey Koenig**

- A. No new members at this time\
  
- B. Incentive Drawing
  - 1. Teacher Winner: Sharon Mercado
  - 2. Parent Winner: Stacie Topp

**IX. Treasurer Report: Stephanie Sanderoff**

- A. Budget Update:
  - 1. Teacher Grants - there is approx \$528 left in Teacher Grant funds
  
  - 2. Our school bank account is now changed to a Business Account
  
  - 3. Stephanie allocated \$12,000.00 of inventory from 2018 and moved to proper places for tax purposes and proper record keeping.
  
  - 4. MemberHub and Stripe Follow Up - discussed results of Stripe tracking. There is no feature at this time to track which order/sale are coming from which part of the store/fundraising - It is more complicated to have others find their items and send the individual reports to Stephanie, therefore, she will handle tracking the transactions.

**II. VP Communications and Advocacy: Michelle Tomlinson:**

- A. Please share any photos you have from events, spirit nights or online learning with her for the website. Do not share photos of pics where people are not wearing masks.
- B. Advocacy: Voted last night (December 7th) for K-5 to be full time second semester/Spring 2021.

**X. Principal's Report: Mrs. Keech**

- A. Deadline for VA/Plan B registration for Spring Semester is tomorrow, December 9th. Please share with all parents! Also, Ms. Keech cannot honor special requests for teachers/classrooms for VA and Plan B. There are too many other logistical factors. Please advocate on her/school's behalf if you are approached by parents about any preferences for the spring registration.
- B. Spring Semester starts January 20, 2021. When students return to school January 4, 2021, they will still be on their fall schedule/school choice.
- C. Ms. Keech shared the school website has a calendar with all important dates on the front page.
- D. Colette, a parent on our call, asked about new students coming into the school for the first time and how would that look? Ms. Keech and Michelle shared that there would be many staff members present and helpful to get all students safely to their classes, even if they have never been in the building. Another parent, Felicia, shared her experience being a new family to WES in the fall. She had a positive experience with her child transitioning into the school as a new student as well.

There may be a virtual open house prior to the start of Spring Semester.

No virtual tours or in person tours of the school at this time.

Teachers will be in touch about new student assignments if the families are changing Virtual Academy/Plan B for spring.

Mrs. Gilliam shared that all teachers, whether VA or Plan B will be looking out for the kids as they transition back in spring. Especially if they are switching teachers. A reminder that this is even an adjustment for our teachers who have had the students either virtually or in person in the fall.

- E. Strawbridge Studio-Ms. Keech met with Strawbridge Studio to set up school photos in the spring. Two days set for photos.
  - 1. March 9th: All Plan B Student Photos
  - 2. March 11th: VA Student Photos

a) SUG will be sent out for VA students to sign up to be photographed. All students getting photos will have a health screening prior to entering the building for photos.

- F. Spirit Week next week (December 14-18 2020): See Ms. Allen's email
1. Monday 12/14: Positive Merry & Bright Day: Wear bright colors for Positivity Project
  2. Tuesday 12/15: WES Winter Wonderland Day: Dress in WES school winter colors (blue & white).
  3. Wednesday 12/16: Ugly Sweater Contest (for staff)
  4. Thursday 12/17: Festive Accessories: Wear festive face mask, hat, headband or holiday socks.
  5. Friday 12/18: Long Winter's Nap: wear your fuzzy pjs.

G. Canned Food Drive At School: Tuesday, 12/15. VA students can drop off during morning carpool or afternoon carpool. Delivered to the food bank on Wednesday 12/16.

**XI. Teacher Representatives: Mrs. Gilliam & Mrs. Fontenot**

A. Mrs. Gilliam and Mrs. Fontenot discussed her gratitude to parents, PTA and staff.

**XII. Closing**

A. Next board meeting scheduled January 5th at 4:30PM via zoom .

\*\*Meeting Adjourned at 6:01PM

**Caroline Numbers Email Update 12/09/2020**

I apologize for leaving the meeting suddenly yesterday. My mother called me at 4:22, and, long story short, she did indeed suffer a mild stroke. Fortunately, it was caught in time and she was given the proper medicine to alleviate the symptoms. We'll find out today what effects this has had and what we need to do moving forward, but for now, we're feeling fortunate that it wasn't worse.

My updates:

Spirit Nights

El Tapatio brought in \$360, so we are very thankful for their support and the support of our community.

December Spirit Night will be at Mellow Mushroom on December 15 from 3-8pm. They will give 15% back.

### Book Fair

For now, we only brought in roughly \$200, which goes back to the school in Scholastic Dollars. There is concern that there was a glitch in the recording of orders, and/or some orders were not properly credited to WES, so Scholastic is working on it. No matter what, online is not as successful as in person, but that's the challenge we face right now. BUT, the good news is that there were no expenses!

### Spring Fundraiser

Based on current trends, I can't see that there is a safe and responsible way to do an in-person fundraiser like Boosterthon in the spring. I propose one of three options:

Virtual Boosterthon, perhaps Dance-a-thon.

Read-a-thon to take place the last week of February/first week of March in correspondence with Read Across America/Dr. Seuss Week.

No-Fuss Fundraiser, similar to what Wakefield Middle School did this fall.

Basically, for any fundraiser, we need buy-in, not from the parents, but from the kids. The way we get buy-in from the kids is through "prizes". If we can get the students excited about "prizes" they will "encourage" participation from the grownups, and then we get the donations. Grownups work the same way. With Evening with the Eagles, adults spend more money on things they want from themselves or their families. The trick is to provide prizes that are affordable for us, but exciting for the participants.

### Community Sponsors

Just so we're all on the same page, community sponsorships will run for the calendar year.

For 2021, we currently have sponsorship from Raleigh Pediatric Dentistry. Raleigh Orthodontics (Grossman) has said that they will sponsor for 2021, and I will reach out in January. If anyone goes to Riccobene Dentistry, feel free to ask them the next time you are there if they are willing to continue their community sponsorship. I have reached out multiple times in multiple ways and have heard nothing. I'm personally ready to move on and approach another family dentistry.

I will also reach out to Mathnasium/Ivy Reads again as well as Pendergrass. Both said they were hit hard financially having to be closed for the better part of the year, but suggested I contact them again in January.

Michelle, I will send you info, and will send something to teachers, asking WES families if they own a business, or if they know someone that owns a business, and would like to become a community sponsor for WES to please contact me.

Yearbook

I'm working on the layout and have been in touch with teachers regarding photos. Ms. Keech, are teachers allowed to take pictures/screenshots of their virtual classes?

Michelle, I will send you info, as well as to teachers, telling WES families how to upload pictures for the yearbook. This will apply to ANYONE associated to WES, which includes all staff. I'll need as many pictures as I can get.

For portraits/headshots, I have an idea on how to do this in the most organized way possible. Does not require having portraits done. Stay tuned!

That's all. If anyone has any questions, let me know.