



1155 Westwood Street · De Pere, WI 54115 · 920/337-1087

Meeting Minutes
May 7, 2024 6 p.m.

- I. Call to Order by President Melissa Bushmaker
- II. **Attendance: Dr. Lau, Kristin Krahn, Melissa Bushmaker, Sarah Pappas, Amanda Kriescher, Jackie Markowski, Patti O’Konski, Jay O’Konski, Jodi Bergner, Alicia Meagher**
- III. Mission Statement Review: *To support the education of children at Westwood Elementary and foster relationships among the school, parents, and teachers. We do this by providing important resources and opportunities that enhance the lives of the students, teachers, staff and parents.*
- IV. Reports
 - a. President’s Report - **Not much to report - Congrats to Kristin Krahn as next Principal.**
 - b. Treasurer’s Report - **Sarah went over the report. Money is coming in for the golf outing.**
 - i. Venmo/Paypal Update - **Jackie has an available number for us to use for Venmo. Sarah and Jackie will work on getting that set up.**
 - ii. Cash counter refund - **Was returned - need to find where refund went. Kristin will look into it.**
 - iii. Math night funds? - **per Kristin - we do not owe any more money for Math night.**
 - c. Principal’s Report -
 - i. **Discussed the food truck on the same day as the fundraiser for Scotts Subs. Dr. Lau explained how it is solely intended to be for teachers on the half-day.**
 - ii. **Congrats again on Kristin being the next principal. Kristin is in the process of trying to find an associate and will be announced in the near future.**
 - iii. **He had a conversation with Dr. Finley at the Middle School who is pursuing artificial turf under their gaga pit for about \$5,000-\$10,000. When he gets it set up, he asked him to reach out to Kristin to see an option for us on that.**
 - iv. **Our fish guy passed away. We did secure a new fish guy but he is more expensive. Possibly look to get some assistance in the future from the PTO.**
 - v. **Mainly, just winding down at the end of the school year. Kristin has some great stuff planned for teacher appreciation.**
 - d. Funds Request
 - i. **4th Grade - Mr. O’Konski requested funds for the bowling trip. He asked for the cost of busing and half the student cost. Jackie made a motion to approve the funding, Alicia seconded, none opposed, all in favor.**
 - ii. **Tara Kempen - Fund request for the reading/math incentive after school is done. Pre-ordering 75 cinch bags for \$633.00 and will reimburse for ice cream treats. There may be add’l bags that will get ordered if needed and paid for as needed. Jackie made a motion to approve up to \$1000 for the summer reading program. Amanda seconded. No opposed. All in favor.**
 - e. Committee Chair Updates
 - i. Teacher Appreciation (Kristy)
 1. **May - The Serogy candy bars didn’t go out for teachers in April, so they will be put out in May.**

- ii. Takeout Tuesday Chair (Amanda)
 - 1. Scott's subs - **From all accounts, Scotts was busy the day of the fundraiser and believe things went really well. Melissa will be on watch for the check.**
 - iii. Apparel Sale update (Katie) - **Nothing new to report. Katie was not present at the meeting.**
 - iv. Golf outing (Amanda)
 - 1. Sponsors - **Sponsorships are already over what they were last year.**
 - 2. Volunteers needed - **We will need volunteers to help. Jackie will not be there this year and Sarah and Amanda cannot be there all day.**
 - 3. Need Golfers - **We need golfers. We have 15 teams currently. Need to make a big push for golfers. Jackie will send out more emails. Kristin made a Westwood text and email about golfers needed. Next golf meeting is Wednesday 5/22 at 7 p.m.**
- V. Prior Business
- a. Book Fair - **per Jackie, the book fair went really well. Volunteers were awesome. There were no complaints. About \$5000 worth of books were pulled for school (birthday books, end of year). Melissa ordered ink for the PTO stamp for the books.**
 - b. Playground balls/air compressor - **This has not been ordered yet. Suggested to let Karen purchase and we can reimburse.**
- VI. New Business - none noted
- VII. Adjournment – **June meeting CANCELED**