



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

Meeting Minutes
March 5, 2024 6 p.m.

- I. Call to Order by President Melissa Bushmaker & Introductions
- II. **Attendance: Dr. Lau, Kristin Krahn, Melissa Bushmaker, Sarah Pappas, Amanda Kriescher, Kari Olson, Katie Bloks, Dan Knetter, Krystal VanLaanen, Becky Fourness, Jackie Markowski**
- 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 - Congrats to Dr. Lau on Superintendent Position and Administrator of the Year.**
 - b. **Treasurer's Report**
 - i. **Cash in: Apparel (\$75), Golf Sponsors (\$1000), Box Tops (\$84.30), Cherrydale (\$1082).
Cash out: 1st Grade field trip (\$588), Snack cart (542.24), Jan Teacher Apprec. (\$130.92)**
 - ii. **Venmo Update - For the Venmo account we cannot use the school phone number, it needs to be a cell phone number. Discussion about what to do. Sarah will ask Jen Wathke for suggestions and with Pulaski school on what they did. Jackie made a Motion to Approve the Treasurer's Report - Amanda 2nd, All approved.**
 - iii. **Cash counter purchased - Melissa has the cash counter.**
 - c. **Principal's Report - Jen Wathke looking into field trips to the new Mulva Center. We are gearing up for Forward Testing. Karen has requested playground balls and a small air compressor as the playground balls are wearing out. Kari made a Motion to give up to \$200 to purchase a small air compressor for playground balls, Jackie 2nd, approved. For the upcoming Math Carnival, Kristin has a budgeted amount and doesn't know what will be needed from the PTO. PTO has already budgeted \$1000 for it. Jackie made a Motion to approve the \$1000, Katie 2nd, Approved. Kristin will PTO know if they need more.**
 - d. **Funds Request**
 - i. **Krystal VanLaanen - 3rd grade is going on a field trip to Lambeau Field (stadium tour) and to Titledown. Asking for funds for busing. Has a \$570 quote from Lamers. Amanda made a Motion to Approve funds for the buses - Katie 2nd, all approved.**
 - ii. **Dan Knetter - Request for funds for Play 60 Day of \$5530 (Jakes Jumpers - \$5230 and DJ \$300) Jackie made a Motion to Approve for Play 60, Katie 2nd. All approved.**
 - e. **Committee Chair Updates**
 - i. **Teacher Appreciation (Kristy)**
 1. **March - Doing lottery tickets.**
 2. **April - Doing Seroogy's Candy Bars.**
 - ii. **Takeout Tuesday Chair (Amanda)**
 1. **Scott's subs in April 19, 12:00-6:00 - this date is no longer a ½ day**
 - iii. **Apparel Sale update (Katie) - Made \$168.60 last month**

- iv. Hansen's/cherrydale (Katie) Cherrydale - Hansens is no longer a part of the fundraiser. We raised \$3000 less than last year specifically on the frozen items. There is a \$350 minimum item for frozen or you have to pay a \$1.50 fee per item and this is the first year we didn't hit that minimum. They credited us the fee and as long as our rep is there, she'll credit. Rec'd feedback from some dissatisfied with quality. Looking at other options - Club Choice out of Eau Claire. Discussion about the pros and cons of Cherrydale and changing to a different company.
- v. Seroogy's (Melissa) \$11,000 worth of candy/chocolate sold. Will make \$4,700.
- vi. Golf outing (Amanda)
 - 1. Sponsors - Rec'd \$1000 in sponsorship, with another \$200 rec'd online morning of the meeting date. All prior sponsors have been reached out and some have already committed.
 - 2. Volunteers needed
 - 3. Meet Monday March 18 at 6:00
- V. Prior Business
 - a. Uncle Mike's fundraiser update. We can perhaps try this out next year. Can book the date at any time.
- VI. New Business
 - a. Playground balls/air compressor - (see note with Principal's Report)
- VII. Adjournment – Next meeting: April 2, 2024 6 PM