**DeWitt Elementary**



**MEETING MINUTES –April 19, 2016**

I. **CALL TO ORDER**

The meeting was called to order by PTA President, Jen Roberts, at 7:10 PM at the Herbison Woods Library.

**PRESENT**

Jen Roberts, Kara Massey, Michelle Utrup, Allison Shaler, Andrea Charles, Jen Bruning, Stephanie Hopkins, Barbara Lowes, Lauren Stebbins, and Michelle Wieferich

II. **Additions/Changes to Agenda:** n/a

III. **Approval of Minutes:** There was a motion to approve the minutes from the March meeting. Sarah Peterson approved and Stephanie Hopkins seconded. All were in favor in approving the minutes.

IV. **Report of Officers:**

1. Treasurer’s Report: Jen passed out a copy of the profit and loss statement dated July 2015-March 2016. All present had the opportunity to review the statement. There was a motion to approve the treasurer’s report. Stephanie Hopkins approved and Barbara Lowes seconded.
2. Vice President’s Report: Michelle had nothing to report.
3. President’s Report: Jen stated that there were so many events this spring that trying to schedule the 5K was not successful. We are going to try to plan a 5K for next year. There won’t be a Family Fitness night either. The May meeting is when we will vote for re-election of the Board. We still need PTA building representatives for FECC, Shavey, and Herbison Woods.

V. **Committee Reports:**

1. Membership: Sarah reported that the current membership is at 167. We have 33 members for next year.
2. Mileage Club: See Attached Email.
3. Bus Drive Appreciation: Brooke Thorne is in charge of this event. There will be a sign up genius. The date is June 2.

VI. **Building Updates:**

1. Fuerstenau: FECC thanked the PTA for conference cuisine. They had 100% participation for parent-teacher conferences. They had a Kindergarten informational meeting. Currently, there are 251 students registered. Students met their March is Reading Month goal of 40,000 minutes read, and raised $10,000! The “Kindergarden” is underway and the summer KidsCare will be harvesting the vegetables. Mrs. W and Mrs. Lenniman have had their babies. FECC has 10 families they are sending weekend food backpacks home with. The artist in residence has come back to FECC and students sculpted pots and lids. Mrs. Nielsen and students presented at the showcase. There are openings for Little Panthers.
2. Shavey Rd. Elementary: Nothing to report.
3. Scott School: They had their second session of computer coding. They will be starting M-Step soon. There will be dress up days for each testing day. They are excited for mileage club. May 2-May 6 is staff appreciation.
4. Herbison Woods: Nothing to report.

**VII. For Action:**

1. **FECC Building Allocation:** Beth Whaley requested $500 for their trip to Potter Park Zoo. There was a motion to approve the request. Michelle Wieferich approved, Stephanie Hopkins seconded and all were in favor.
2. **Schavey Rd Building Allocation:** Emily Palmatier submitted two building allocations. One was for $2050 to decrease the costs of their place based learning trips. The other was for $550 to fund an author visit. There was a motion to approve both requests. Michelle Wieferich approved, Stephanie Hopkins seconded and all were in favor.
3. **Scott School Building Allocation:** Linda Reha submitted six building allocation amounts. One was for $149 for paint supplies, the second was for $3,500 for their end of the year celebration, the third was for $758 for two iPads, another for $200 to purchase butterfly gardens, the fifth was for $300 to support field trip admission scholarships, and the last was for $140 to purchase 12 sleds. The PTA discussed these and decided that they would like to approve the iPads, the end of the year celebration, the butterfly gardens, and the paint supplies. The PTA put the other two allocations on hold for now. There was a motion to approve. Michelle Wieferich approved, Stephanie Hopkins seconded and all were in favor.
4. **Herbison Woods Building Allocation: n/a**

X. **Adjourn:**

The meeting was adjourned at 9:01 p.m.

Minutes submitted by Kara Massey, Secretary

Attachment:

Mileage Club Update:

1.  FECC - Friday 5/6, 5/13, 5/20 (3 days total)

Dates:  No rain or field trip makeup dates scheduled

Who:  248 Young5 and Kindergarteners

Where:  parking lot across street from Fuerstenau building

Times:  11:35-1:27

Recommended Volunteers:  4 (each corner of the parking lot)

Last Year’s Total:  706 Miles

Prizes:  Tween Toes (1000 for $18.95)…for each Mileage Club Friday, students earn 1 foot

Hallway Display to Track Progress:  “Walk Around Mackinac Island” located by Young 5s Room up by April 29th (updated by parent volunteers or building reps)

SignUpGenius:  Available To Parents April 22 (in the past, building reps have done this)

Fliers:  All buildings on 1 flier (my goal is out in everyone’s boxes Friday, April 22…coordinator will take care of that)

Cards:  None Needed

Teacher/Staff/Parent Updates via Email, Teacher Mailboxes, Classroom/School Newsletters:  In the past, the Reps did this.

Spirit Days:  First and Last day of Program “Panther Pride”

End of Program Party/Treat:  Reps choice

2.  SRE - Tuesdays 5/3, 5/10, 5/17, 5/24 and Thursdays 5/5, 5/12, 5/17, 5/26 (8 days total)

Dates:  No rain or field trip makeup dates scheduled

Who:  429 1st and 2nd Graders

Where:  Schavey’s Bus Parking Lot (Painted Panther Paws mark the coarse)

Times:  11:33-11:50 First Lunch Recess (4 classes), 11:58-12:15 Second Lunch (4 classes), 12:23-12:40 Third Lunch Recess (4 classes), 12:48-1:05 Forth Lunch Recess (5 classes)

Recommended Volunteers:  5-6 (1 prize, 4-5 to mark cards)

Last Year’s Total:  2,668 Miles

Building Goal:  Walking more than last year for the right to brag

Prize:  Toe Tokens (had enough from all buildings to supply Schavey)

Hallway Display to Track Progress:  Coming up with a plan about kids and being healthy (lobby bulletin board and Reading Month Wall by lunchroom) up by April 29th (parent volunteers  update)

SignUpGenius:  Available To Parents April 22 (in the past, building reps have done this)

Fliers:  All buildings on 1 flier (my goal is out in everyone’s boxes Friday, April 22…coordinator will take care of that)

Cards:  Updating Cards to 5K (3.1 Miles=1 Card)…coordinator goal:  student volunteers will be labeled, cut, and sorted new cards by May 3rd

Coarse:  8 laps around parking lot is 1 mile (25 laps=5K) \*Last years cards were 32 laps = 5 miles…should have been 40 laps = 5 miles

Teacher/Staff/Parent Updates via Email, Teacher Mailboxes, Classroom/School Newsletters:  In the past, the Reps did this.

Spirit Days:  First and Last day of Program “Panther Pride”

End of Program Party/Treat:  Lots of ideas thrown around but nothing concrete as of today

\*Additional Notes:

No students or volunteers’ kids on playground

When recess staff blows whistle, no more last laps (collect cards and line up)

If students aren’t running or walking, then on the deck or volunteers have alternate activity supervised and implemented (how about Yoga in the middle of the coarse?!)

3.  SCT - Mondays 5/2, 5/9, 5/16, 5/23 and Fridays 5/6, 5/13, 5/20 (7 days total)

Dates:  No rain or field trip makeups dates scheduled

Who:  431 3rd and 4th Graders

Where:  Parent Pick Up/Drop Off Loop (change from previous years…no chance for cutting corners and no need for extra parent volunteer to guard far end of coarse).

Times:  11:26-11:38 First Lunch (6 classes), 11:56-12:10 Second Lunch (5 classes), 12:25-12:40 Third Lunch (5 classes)

Recommended Volunteers:  5-6 (1 prize, 4-5 markers)

Last Year’s Total:  2,470 Miles

Building Goal:  Walking more than last year for the right to brag

Prize:  Panther Paw tokens (blue, yellow, and ordered 200 glow-in-the-dark for $43.90)

<http://www.fitnessfinders.net/Paw-Print-p/159-pawprint.htm>

Hallway Display to Track Progress:  Panther Paws display for all completed cards (wall space outside library) up by April 29th (parent and student volunteers update)

SignUpGenius:  Available To Parents April 22 (in the past, building reps have done this)

Fliers:  All buildings on 1 flier (my goal is out in everyone’s boxes Friday, April 22…coordinator will take care of that)

Cards:  Updating Cards to 5K (3.1 Miles=1 Card)…coordinator goal:  student volunteers will be labeled, cut, and sorted new cards by May 3rd

Coarse:  10 laps around parking lot is 1 mile (31 laps=5K) \*Last years cards were 40 laps = 5 miles…due to change of coarse this year, lap size decreased a bit

Teacher/Staff/Parent Updates via Email, Teacher Mailboxes, Classroom/School Newsletters:  In the past, the Reps did this.

Spirit Days:  First and Last day of Program “Panther Pride”

End of Program Party/Treat:  Lots of ideas thrown around but nothing concrete as of today

\*Additional Notes:  Monday and Friday chosen since it has the highest recess behavioral issues (Mileage Club might help lower issues)

The picture above is genius!  My mission this year is everyone earn their chain and dog tag to put all their tokens on (FECC, SRE, and SCT).  The tag will have their name on it.  Throughout Mileage Club they earn tokens and at the end of the program receive their necklace.  This was a recommendation from students at Herbison Woods (only a small number of kids kept their tokens, everyone else lost them throughout the years).  Every year students get tokens for many different events and will have someplace special to put them.  1120 for $531.  If the Mileage Club Budget isn’t used, it is put into the PTA overall budge at the end of the year.  Don’t worry reps…parent and student volunteers will make this happen.

4.  HW - Wednesdays 5/4, 5/11, 5/18, 5/25 (4 days total)

Dates:  No rain or field trip makeups dates scheduled

Who:  520 5th and 6th Graders

20 Students from Student Government is in charge of planning Mileage Club for their building during their once a month meetings (next meeting April 21 after school until 4:00)

Times:  11:00-11:20 (6 classes), 11:30-11:50 (7 classes), 12:00-12:20 (6 classes)

\*Students want to have parents volunteer to ref soccer, basketball, football games

\*Students want parents to supervise the nature trail so students can walk there

\*Students want obstacle coarse and minute to win it challenges

Goal:  20% students at each lunch eat in 10 minutes to go outside and 20% stay inside the caf chatting with friends (less than 5 minutes outside time)…Wednesdays in May for students  to sign up, go outside, and play in organized sport challenges

Prizes:  unsure but $100-120 in budget planned based on Governments decision

Only 157 kids did mileage club last year (walked 884 miles)…kids want something different than walking endlessly around the parking lot

A lot of planning will be done at next meeting and we’ll know more then.  SignUpGenius and H.W. fliers may be out next week based on how fast our turn over is based on decisions and  action.