

PAW MEETING NOTES

February 7, 2022

PAW OFFICERS: Sherri Gallus (Co-President), Melissa Feeney (Co-President), Amber Rud (Treasurer), Heidi Ness (Secretary)

1. Attendees: Melissa Feeney, Amber Rud, Lyndsey Olsen, Jen Och, Molly Penk, Emily Grafing, Heidi Ness
2. Treasurers Report
 - a. \$3,960 in checking
 - b. Coin wars netted \$2,916 after pizza and cupcakes
 - c. Disbursements to robotics, Sherri suggested taking Orchestra Hall money to supplement
3. Upcoming Events
 - a. Great Theater Play in a week
 - i. March 14-16
 - ii. Example of flyer
 1. Option to sign up and sponsor another child
 - iii. Funding
 1. Apparel fund raiser netted \$1,700
 2. Leaf Grant \$1,500
 3. With tickets sales, play might be covered
 - b. Coin Wars
 - i. First grade celebrated with cupcakes
 - ii. Kindergarten will do pizza soon
 - c. Teacher Conference Meal
 - i. Feb 10th
 - ii. Online signup
 - iii. A way for people to VENMO - \$50 submitted so far
 - iv. We ordered Mexican Village
 - v. Meal on 17th is funded separately
 - d. May Walk A Thon
 - i. Expectations
 1. Combining PBIS street dance and walkathon
 2. Will be held May 11 with backup of May 12
 3. PAW group run the walk - parents have taken over Walkathon at other schools
 4. Grade levels will help setup and take down
 5. Would like grade levels to sign up rather than have specials run all day long
 - ii. Prizes - TBD
 - iii. Volunteers
 1. Apollo athletes
 2. NHS group from Apollo
 3. Parent group to help facilitate
 4. Send out signup genius for parent volunteers once schedule has been finalized
 5. Need to determine whether background checks are needed

- iv. Scheduling
 1. Molly to discuss with Derek the best way to schedule
 2. Jill Adelman-Weis and Melissa Jongeward may be able to help with scheduling
 3. For other events, teachers did not sign up, Derek just told teachers to come out at a certain time
- v. Activities
 1. Splatter art station?
 2. PBIS street dance
 3. In past there has been:
 - a. Parachute
 - b. Obstacle course
 - c. Soccer
 4. Need something that will accommodate a lot of kids at once
 5. Each grade would have a certain timeslot, with classes rotating through different stations
 6. Trevor can help with activities ideas
 7. Lyndsay will also see if Ryan has any insight
 8. Spring carnival night – different event, after school and outdoors
- vi. Envelopes
 1. Jen is going to design envelopes
 2. No firm due date but the sooner the better
 3. Not meeting again until April
 4. Sherri has an example that can be used for starting point
 5. Envelope will include boxes for payment type: cash, check, VENMO
 6. Kids start collecting donations a couple weeks before the event
- vii. Incentive to participate
 1. Not a competition like coin wars
 2. In years past, top earners have had an opportunity to throw pie at the principal or have lunch with principal
- e. Future Fundraising
 - i. Corporate Sponsors
 1. Sherri and Melissa both drafted a letter that can be used for soliciting corporate sponsors
 2. How to distribute?
 - a. Most successful when you have a connection
 - b. Send out via Westwood facebook page and SeeSaw
 - c. Abby or Sara could assist, would just need to know exactly what to say
 - i. Do you or someone you know have a connection that would be interested in supporting Westwood?
 3. Who was involved in getting sponsors last year?
 - a. Sarah Carlson
 - b. Trevor Marohl
 4. Good to push for sponsors in Spring
 - a. Minimum of \$500 per business
 - b. How many are we hoping to get? At least 6
 - c. \$3,100 for shirts last year for 550 shirts
 - ii. Do we want to do Believe Fund raiser again?
 1. Yes!
 2. Brought in \$5,000 this year

3. Minimal effort involved
 - a. Sherri and Melissa sorted boxes and dropped them off for classes
 - b. Large orders set aside for parents to pick-up in office
 4. Company offers free shipping to school, but have to purchase a certain amount to get free shipping to home
 5. Sherri requested no paper order forms this year, but they sent anyway and she did not have time to remove from packets – recommends not sending out next year
- f. Robotics
- i. Mr. Tax runs robotics and has expressed how thankful he is for funding – it is a really great program!
 1. \$1,400 in budget, used \$800 from Orchestra Hall trip
 2. What age group does robotics? 5th Grade but all kids work with Mr. Tax from K up, so they have a foundation before they get to 5th
4. Next Steps
- a. Molly get more details about walkathon schedule and requirements for volunteers
 - b. Signup for parent volunteers in April
 - c. Walkathon DJ – talk with Jill to confirm plans
 - i. Kids bop DVD or Amazon playlist
 - ii. Laptop or Ipad set up with speaker
 - iii. Parent volunteer to run music?
 - d. Jen design Walkathon envelope
 - e. Sponsorship message for SeeSaw in April
 - f. Confirm if PAW will need to assist with Great Theater play