PAW MEETING NOTES

February 6, 2023

PAW OFFICERS: Melissa Feeney (President), Amber Rud (Treasurer), Heidi Ness (Secretary)

Attendees: Melissa Feeney, Amber Rud, Molly Penk, Derek Branton, Heidi Ness, Jennifer Och

1. Teacher Conference Meal
   a. Melissa prepaid Olive Garden
   b. Will have 4 create your own pasta stations
      i. Fettuccine and Spaghetti noodles
      ii. Meat Sauce, Marinara Sauce without Meat, Alfredo
      iii. 3 proteins – meatballs, chicken, and something else
      iv. 80 breadsticks
   c. Each set feeds at least 10 people. Leftovers can be eaten for lunch following day
   d. Warmers, plates, and utensils will be provided
   e. Westwood can take care of drinks and dessert
      i. Water and pop
      ii. Cookie tray
   f. Pickup will be at 3:30, Melissa plans to pick up
      i. Abby could pick up if needed
   g. Conference meal #2
      i. Budget is $600 which covers both meals
      ii. Most years we can usually do most both nights for $600
      iii. With rising costs, we could look at increasing to $800 next year
   h. Non-profits can submit 30 days in advance for Olive Garden gift cards, something to think about for next year

2. Robotics
   a. 2 teams advanced to next round, will need $155 each for registration
   b. We have spent $1500 if we cover this
   c. Next year Steve thinks budget should be $2000
      i. District may cover $500 which would also help with technology upgrades
   d. Derek talk to Steve about having the team do a fundraiser for next year
   e. Fundraiser ideas
      i. Popcorn sales (cookies too)
         1. Online and doorstep shipping
         2. Would get 50% profit
      ii. Shoe donation
         1. Collect gently used shoes (no holes or mold)
         2. Packaging materials would be sent and someone from organization would come pick up donation
         3. Check sent within 2-4 business days for x amount per pound of shoes
         4. Shoes sent to impoverished countries where they are resold
iii. Sports-type fundraiser
   1. Heggies pizzas or candy bars
   2. Put commitment on kid to sell

iv. Could also consider hosting a tournament
   1. This would generate the most money
   2. We did host one year at North and it generated enough money to fund entire season.
   3. Revenue from:
      a. Entry fee for teams
      b. Admission fee for adults
      c. Concessions
   4. Would need a lot of volunteers, PAW could help with organizing

v. Other ideas
   1. Scent shoppe – pens, pencils, scented critters
      a. Buy box and sell for profit
      b. Could sell on the side at any event
   2. Apparel sales or spring catalog sale
   3. Community yard sale
      a. All we would need to do is advertise
      b. Charge each vehicle x amount to reserve a parking lot space
      c. People come, sell their stuff, and leave

3. Extra Clothes for Nurses office
   a. Good on boys apparel
   b. Need girls pants and underwear size 8 (small/medium)
   c. Gender neutral would be good
   d. PJ bottoms work also
   e. Will go to Once Upon a Child for pants and Walmart for undies
   f. Funds to come out of nurse budget
   g. Can look at sending note home – explaining what happened and please wash and return to school. Could also include a clothing label, Heidi has an extra pack.

4. Coin Wars
   a. Pushing date out because there is a lot going on in Feb
      i. Kindness collection
      ii. Book sale
   b. Look at doing April 10-14
   c. MCAs are April 17th
   d. Will send out post and flyer to advertise
      i. Include cutoff time of noon Friday for competition
      ii. Donations will still be accepted after that time though
   e. Discussed doing school goal vs grade against grade competition
      i. Pizza got a bit ugly last year because top two winners were so close
      ii. Will keep as grade vs grade – competition makes the event more fun and motivates participation
      iii. Will be very clear about the rules and cutoff time

5. Picnic in May
   a. Looking at doing Thursday May 11
      i. Kindergarten night May 4 – Derek to confirm – we don’t want to conflict with this event
   b. Food Trucks
      i. Charge a fee of $100 rather than asking for donations
         1. Only one vendor donated to Westwood last year
ii. Give past vendors first priority
iii. Could do up to 8 trucks, we had 6 last year and lines were long all night
iv. Melissa has email from Sherri with vendors from last year and can modify
v. Send email out soon, give them 3 weeks to decide. Send reminder after 1.5 weeks
c. PAW can sell soda and water
   i. Go pick up a couple cases of water and popular pops
   ii. Sell for $1 and offer venmo payment option
d. Ideas for entertainment
   i. Reed’s band
   ii. Games in PAW closet

6. GREAT Theater
   a. Practice after school March 27-31
      i. 2:00-5:00/5:30 depending on how much time is needed
   b. Two performances at Westwood on Friday March 31
      i. 9:30-10:30 am for students
      ii. 6 pm for families
c. 5th grade only, already have 20-25 people interested
d. Need volunteers
   i. Derek to check with staff member who has two performers
   ii. Can also solicit volunteers on paper form that goes home
e. Registration/permission form
   i. Melissa draft form using last year’s as starting point
      1. Include spot for donation to offset costs or charge small entry fee
      2. Add venmo
      3. Remove medical piece
   ii. Send to PAW for review, Molly can work with media for printing
   iii. Send forms out Feb 23-24
      1. Wanting to get these out and on people’s radar before spring break
      2. Deadline for registration Friday March 3rd
f. Cost is $1,000 this year, cheaper than last year since all schools in district are participating
g. No charge for admission but people can donate
   i. Donations generated $750 last year
   ii. Bucket in front of gym door
   iii. Can put out a sign with Venmo too

7. Staff requests for $
   a. Robotics State Competition Entry Fee
      i. $155 per team will be covered by PAW
      ii. Mr Tax emailed Amber
      iii. Amber respond that funds are approved and determine what is easiest for payment – just use existing card?
      iv. Mention that we are looking into robotics-specific fund raising for next year
   b. Derek reiterate to staff that PAW is really focused on providing experiences for kids. Still checking on transportation costs. Some grades already have ideas in the works:
      i. Kindergarten Raptor from U of MN – Falcon Owl and Hawk will come to Westwood
         1. $365
         2. Already scheduled and approved
         3. Would like to know ASAP so they can book for May 24
         4. Molly ask Jill how they want the payment
ii. First grade and 2nd grade
   1. Derek talk to staff about having MN landscape arboretum come
      a. Sunflower experience
      b. Plantmobile – mobile van priced for 32 kids
      c. Hands on experience, standard for 1st grade
      d. 135 kids total, would do 4-5 classes
      e. $675-$800 – budget is $1,400 for the two grades
         i. Any leftover money can be used for party or something special at end of year
   2. Gearing up for planned outdoor learning space that will be built
      a. Donated land by river, across from Westwood parking lot
      b. Phase 1 – put in raised gardens and animal habitats
      c. May need some funding but will start with grant writing
      d. Viable outdoor learning space for years to come
      e. Westwood will do presentation to school board in spring about plans
         i. Asking district to do some gravel and surveying
      f. Several houses will be torn down
      g. Eventually would like to get across river to park
   iii. 5th grade will go bowling
   iv. Need plans for 3rd and 4th
   v. 4th grade has Stearns County electrical coming this week
      1. Learn about electricity and then kids get a lightbulb
      2. Free event
   c. Terri Kerber – reimburse $28.42 for magnetic key holders for sensory room
      i. Amber cut check, Molly will give to Terri

8. Mrs. Martini’s email
   a. Would like to purchase a game or puzzle for each of the 17 classrooms for completing daily trivia questions that go with one district one book
      i. Estimating $250
      ii. Approved, will take from I love to read month category $200
   b. Food for family breakfast on Thursday March 2, 3 cases of muffins $85 – can take from muffins with mom
   c. Molly touch base with Sara about reimbursement to find out what is easiest