PAW MEETING NOTES

August 21, 2023

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

Attendees: Melissa Feeney, Amber Rud, Molly Penk, Heidi Ness, Jennifer Och, Derek Branton, Katie Trosdahl, Jen, Dani Johnson

1. Introductions
2. Discussion
   a. PAW donated 10K to new playground that will be built
   b. Donated land across street will be used for outdoor learning space
      i. Largest $ donation district has ever received
      ii. Westwood has applied for several grants to develop the area
         1. $8500 from Bernick’s, $10K from BNSF, $5K from Walmart
         2. Most grants due September 1st, waiting to hear
      iii. PAW will likely support as well
   c. Enrollment is up (+60)
   d. Spanish Emersion has added 2/3 classrooms for Kindergarten
      i. Over by 2 kids, 3rd section will depend on how many kids are on wait list
      ii. If 3rd section is added, we would have 6 total Kindergarten sections
   e. This is good for funding and helps with staffing
      i. The more students we have, the more funding we get
   f. Class sizes are good,
      i. 18-20 for Kindergarten
      ii. Below district projections for other grades
      iii. 4/5th grade around 24 kids per class
   g. Old PAW office is being used for Reading Corps this year so need to be cognizant of their activities
3. Folders
   a. Each student receives a daily take home
   b. Already ordered last May
   c. Total cost $680
      i. Half can be paid for with operational budget
      ii. PAW will pay for half
   d. Budget 400 tentatively for this year
   e. Extras can be saved for future years
   f. Derek will talk to Abby about what this will look like for future years
      i. How many folders are really needed?
      ii. Should PAW look for sponsors to fund?
4. Believe Fundraiser
   a. Catalog with food and home goods, orders can be shipped to school or direct
   b. Starts Oct 13th
   c. Will run for 2 weeks
   d. Sold $5,000 last year and PAW gets 40%
   e. Some concern about it falling so close to Walk a Thon
      i. Frame it as optional
ii. Walkathon 100% goes back to Westwood
iii. Fall fundraiser is optional and people get stuff they need

5. Fundraising for Walk a Thon
   b. T-shirts and Logo
      i. New Administrative Dean Emily looking at new T-shirt company in Foley
         1. $6 per youth shirt instead of $7.50
         2. Adult shirts $10
         3. Good quality – Gilden Brand
         4. Also doing new Westwood lanyards for staff
      ii. Planning to design a new logo this year
         1. Heathered gray with blue print on front and back
         2. No design fee
      iii. Side note - Westwood apparel line can be expanded and have items for sale year round
         1. Look at company that Avon PTA uses – Everything Signs
            a. Has online ordering
            b. Company gives us proceeds
            c. Sells other things like sweatpants, hats, etc.
            d. Ships direct
   iv. Shirts were $4,000 last year – may be a wash budget-wise since we have more students this year
      1. 450 students, order 500 shirts
      2. Also have about 75 staff
      3. Last year we ordered 6 weeks in advance and all logos were needed 30 days before
      4. Molly working with Emily and will confirm timeline with new company
   v. Sponsors
      1. Sarah Carlson got multiple donations
         a. 1,000 Walmart, 1,000 Sams Club, 500 Toyota, 250 Christa Lindy Homes, 250 Kwik Trip
         b. Scheels cannot donate money but can give stuff for playground or gym
      2. Will need a couple more sponsors to cover the cost
         a. Cloud 9 Energy Bowls – Emily reached out and they are not able to support this year
         b. Heidi tried Skating Place, AirMaxx, Blacklight Adventures and did not hear back. Also spoke with Rejuv Medical and they are unable to donate this year but interested next year.
         c. Molly tried Medical Arts Dental
            i. They have not responded yet
         d. Dani will reach out to MARCO and follow up with Medical Arts Dental again
         e. Jen reach out to PCI and Great River Bowl again
      3. What to say?
         a. Logo will go on the back of 500 shirts, flyers, and social media
         b. Will be held in October
         c. Westwood’s biggest fundraiser
vi. Have teachers ask what size tshirts kids are at goal setting conference
   1. Molly will make 1 page for teachers that they can fill out
   2. Sizes need to be submitted by September 8th

vii. PAW table at goal setting conference?
   1. Aug 30 and Sept 5
   2. Could be staffed by PAW or admin staff
   3. Can put stop at PAW table on scavenger hunt
   4. Table may not be needed, but we could have PAW informational flyer to pass out like we did last year

6. Budgeting for the 2023-2024 school year
   a. Derek inquiring if district will be funding any field trips this year
      i. 742 is looking at standardizing field trips across district
      ii. Do we have opportunities to do other things if we choose that would tie into standards-based curriculum?
   b. Anywhere we go we should plan at least $200 for bussing
      i. Local field trips only, bussing to the cities is too expensive
   c. Cut Orchestra Hall Trip and repurpose $800
   d. PreK – $500 good for now
      i. Bussing is most expensive thing and double for PreK
      ii. Molly can figure out additional transportation funding if needed
   e. Kindergarten should be $1,500 because there are 6 sections
   f. 1st Grade – 4th Grade all have 3 sections ($750 for each grade)
      i. 3rd grade planetarium trip last year was $400 for bus, event was free
         1. Would be interested in doing again
      ii. Keep extra $100 for 4th grade pizza party for completing ALEKS
   g. 5th grade gets a little more since it is their last year (keep $1,100)
   h. Do not budget for Mystery Science curriculum at this point
   i. 5th grade graduation - $200
   j. Insurance – Derek looking into what we are insured for, did not use last year, can possibly cut
   k. I love to read – Sara ($250)
   l. Keep $250 for Gingerbread Day and add $250 for K emersion activity
   m. Robotics may go up a bit but not that much
      i. District investing in robotics across the district
      ii. Spent over $2,000 last year
         1. Supplies and registration
      iii. PAW could sell popcorn or do apparel sale specific for robotics
         1. Apparel sale in spring
   n. Technology – leave at $1,600
   o. Library Books
   p. Music, PE, Art – keep at $250
      i. We should notify teachers how much budget they have after approved
   q. Nurse – keep at $100
   r. Sped – 6 teachers increase from $150 to $1,200
   s. EBD (part of Sped)
   t. EL - $500
   u. Counselor – keep at $150
   v. Sunshine fund? – ask Abby if this is needed
   w. Muffins with Mom, change to Family Engagement and partner with Sara – increase to $300
x. School Folders – decrease to $400
y. Fall Party –
   i. Change to Trunk or Treat
   ii. Had extra candy last year
   iii. Was $1,000 but only spent $300
   iv. Decrease to $350
   v. Spark Conference – add item for Student Enrichment $500
z. Spring Party
   i. Is now Food Truck Night
   ii. Cross off $1,000
   iii. We actually make $500 instead of having an expense
       1. $100 per truck plus Pizza Barn sent $78.65 donation
aa. Conference Meal
   i. Olive Garden may have a donation request
   ii. Increase to $1,000
   iii. Conferences Oct 17th
   iv. Molly ask Chick Fil A about donating again
bb. Teacher Appreciation
   i. Bagels and Fruit from Costco
   ii. Panera delivered coffee
   iii. Bump to $800 to include things like Lanyards
cc. Misc
   i. Keep at $500
   ii. Printing and postage
dd. Cross off BRS and BSS
ee. GREAT Theater
   i. Will plan to do again this year
   ii. Need to commit $1,000
   iii. Last year collected payments from parents, $35 per student and option to sponsor
   iv. Bought pizza juice and fruit
   v. Play will be held in January
ff. Budget at $18,400 now