

## November 18 2020 PSO General Meeting Minutes

In attendance: 12 adults in attendance including board members Tara Blake (Fundraising Chair); Liz Erickson (Treasurer); Laurie Ganberg (Secretary) and Selina Gillespie (Enrichment Chair); and staff members Mary Freitas (Principal); Carrie Engbert (Teacher Liaison); Michele Hamilton (Office Manager); Dessislava Petrova (teacher).

Meeting called to order at 6:37pm and adjourned at 7:30pm

### I. Introductions

### II. Principal's Report

- **Reopening** - Phase 1 has started with a very limited number of students back at in-person learning at Madrona and Hazlewood. Preparing for Phase 2 - one-way hallways, bathrooms will just be 1 person at a time, 6-foot social distancing, masks.
- ASB met this morning and will be polling students and teachers to find out what kind of special events they could run at recess. They'll be working on it in December and will launch the second week in January.
- **Holiday Gift Giving** - typically Westgate has an opportunity for families to apply for gift cards at the end of the year (deadline is end of this week) and for families to donate gift cards (or cash and PSO can purchase the gift cards). Last year PSO ended up donating about \$400 of gift cards to meet the gap from community donations. This year we budgeted for \$500 for the Holiday Gift Giving. If a family or staff member wants to make a donation for the Holiday Gift Giving, can just include a note that it's for the Holiday Gift Giving. If you have physical gift cards to donate you can also put them in the drop box by the office.
- Demographics of the school are changing - we have more students whose families speak other languages than ever before. Making an effort to have information translated and ensuring access for all.
- School Improvement Plan - one of the focuses is students who receive English Language learning services. Working on increasing engagement and identifying outlets for more social time.
- Westgate 6th graders, Melissa and Clara, are talking to the school board about what it's like to be doing remote learning.

### III. Fundraising Update

- The easiest and most direct way to support the PSO is through direct donations via PayPal. You can [donate one time or set up a monthly donation](#).
- **Charleston Wrap Fundraiser** - will be entirely online and everything is shipped directly home. This will be happening now until **November 27**. Almost at \$2000 raised!
- **Spirit Wear** - sales started today. December 4-5 will get an invoice through paypal. Including a holiday ornament.
- **Goodwill Truck** - confirming with Westgate Chapel to use their parking lot. January 23 from 2-5pm. We will need volunteers to help unload/load.
- **Carwash tickets** - if interested, email Tara.
- **ShopwithScrip** - You can purchase a gift card for stores that you already shop at and then the school gets a percentage of the gift card amount as a donation. Information is on the website. <https://www.westgatepsso.org/fundraise.html> Through the app you can also purchase physical gift cards. Next week over Thanksgiving they're giving bonus rebates to the PSO.

## November 18 2020 PSO General Meeting Minutes

- **Amazon Smile** - choose Westgate Parent Staff Organization as the charity and turn on Amazon smile on your Amazon app or shop at smile.amazon.com and Westgate receives a percentage donation of eligible purchases. Info here: <https://www.westgatepsa.org/fundraise.html>
- **BoxTops** - if you buy items that still have box tops, you can drop them off at the school. There's a new app for BoxTops to scan your receipts and Westgate gets credit for box top items.
- **Fred Meyers Rewards** - if you shop there, connect your reward card.
- **Read-a-thon** will happen in February - can track minutes online and get donations online.
- We don't have as much income coming in this year so anything you can do to support the PSO is helpful.

### IV. Teacher Appreciation

- Since we're not doing the monthly staff luncheons.
- The week after spring conferences there's usually a staff appreciation custodians, paraeducators and kitchen and office staff. 200 plus lunches get handed out and the distributions.

### V. Family Support

- Counselors can do a webinar
- Going to ask Sally Guzmán to come to future PSO meeting

### VI. Budget and Grants

- Replenishing some supplies mid-year? White board markers, crayons, pencils. As we think about January? Michele could be point person
- Have spent \$6592.58 for school supplies in budget line
- Third grade team submitted grant for \$275 for art supplies to expand (at beginning of year gave out pencils, markers and crayons) water colors of 8 colors and brush, 3 pieces of watercolor paper, and set of 12 oil pastels. \$3.20/student. 75 students. Approved unanimously.
- \$48k in bank (\$29k in checking and \$19k in investment account)
- Spent \$2200 for year (doesn't include supply reimbursement)
- Spent \$1200 of library funds already for e-book order
- \$650 raised (\$235 general donations), \$264 from shop with scrip
- Teachers have really appreciated that the school supplies were provided to all students because it makes it easy for them to give instructions to students too.

Next meeting is January 20 from 6:30-7:30pm