

September 16, 2020 PSO General Meeting Minutes

In attendance: 29 in attendance including full board of Marisa De Lisle and Christin Ngy (Co-Chairs); Tara Blake (Fundraising Chair); Liz Erickson (Treasurer); Selina Gillespie (Enrichment Chair); Laurie Ganberg (Secretary); and staff members Mary Freitas (Principal); Carrie Engbert (Teacher Liaison); Michele Hamilton (Office Manager); and Tami McKenzie (Kindergarten teacher).

Meeting called to order at 6:30pm and adjourned at 7:28pm

I. **Introduced** the PSO and staff in attendance

II. **Principal's Report**

- Expressed excitement about joining Westgate. Teachers are working hard to put together lessons using Seesaw (K-2nd grade) and Canvas (3rd - 6th grade). Wanting to get ASB, Patrol, and other student leadership opportunities going.
- Edmonds School District is communicating with surrounding districts and planning for return to in-person learning. Will be a slow process and there will be information shared with the community as it comes. Need to get the school ready: will be doing walk through with facilities and nursing supervisor. Goal is to get students back in the building, safely!
- Expressed appreciation to Tara for creating the Virtual Assembly video to kick off the school year!

III. **Communication**

- PSO Newsletters have gone out weekly - they're also on the website and shared in the Facebook group. Can always find them all at <https://www.westgatepsso.org/news/category/newsletter>
- We have a new website that will be updated frequently throughout the year - please check it out www.westgatepsso.org and give feedback or ideas to Laurie

IV. **Fundraisers**

- 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](#).
- Our biggest fundraiser of the year has traditionally been the Fun Run in the fall. This year, we will be doing a **Read-a-thon** using the same platform "GetMovin" which has a "minute tracker" so students can ask for donations based on minutes they read or number of books. We are trying to avoid handling cash so will be encouraging online donations. Can still accept checks. Discussed moving this fundraiser to February because fall is busy with 5k and catalog sales. Meeting attendees voted by a majority to approve the fundraiser moving to winter (22 voted yes, 0 voted no).
- **Fall/Winter Catalog (Charleston Wrap)** - will be entirely online and everything is shipped directly home. This will be happening late October - to mid November.
- **ShopwithScrip** - will be online this year. 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>
- **Brown Bear Car Wash tickets** (not allowed to advertise on FB or website) - will be pre-orders only. More info to come.
- **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.westgatepsso.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.
- Possible opportunity for a **Goodwill Truck Donation Event** - we just need access to a bathroom and 10 volunteers to help load the truck. If we fill the truck, PSO will receive \$600.

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V. Events

- **Westgate Cleanup Saturday September 26 10am-12pm** - we're looking for 6-8 families to help out each hour (weeding, put fresh mulch out, etc). Please bring gardening tools and gas powered hedge trimmers or weed wackers. Masks and social distancing will be enforced. [Sign up here](#).
- **Celebrate Schools Virtual 5K Run/Walk 10/3-10/4**
This is organized by the Foundation for Edmonds Public Schools and donations to the Westgate team come back to the school as "unrestricted funds". Westgate also receives money if over 20 people join the [Team Westgate Cougars](#) as "registered" runners. The Cougar will participate if we raise over \$2500! (Note that this is money the school receives, historically using it for family engagement; it's not a PSO fundraiser).

VI. Enrichment

- Selina has been working on finding free and low cost enrichment activities that students can do from home. Will be going out through newsletter and [posted on website](#).
- Strategic Kids may offer zoom chess and origami class - more info to come

VII. Family Support

- PSO would like to survey families to get a better sense of what families need right now and whether we might be able to meet some of those needs (e.g. a therapist giving a webinar about how to support our kids' emotional health or zoom breakout sessions to offer chance to meet and socialize with other parents or ...?). Asked for volunteers to help create a survey. If interested in helping, please [contact Laurie](#)
- **Free lunch kits** are available to **ALL CHILDREN AGED 1-18** in Edmonds School District. All families are encouraged to come and pick up lunches. There are distributions that happen on Wednesdays and Thursdays throughout the district. You can come to Westgate to pick up lunch kits on Thursdays from 11:45-12:45. Last week was the first week and 183 kits were given out and some families had to be sent to the high school because we ran out. More lunches have been ordered for this week! You can walk or drive up to the school and they'll also be trying out some new strategies to help with the traffic flow. Info about other locations on the [ESD website](#)

VIII. Budget and Grants

- Liz reviewed the final report for last year (final revenue of \$47943 and expenses of \$47486 for net \$457) and proposed budget. In the checking account there's about \$33k; investment account about \$19k, for a total of \$53k in reserves. Budgeting for significantly decreased revenue of \$13k and expenses totalling about \$34k. Biggest expenses are the classroom fund (\$250 to every teacher), \$8000 in teacher/staff grants, \$2000 to the library and new line item for the school supplies of \$6000. Budget has us dipping into reserves by about \$21k. Next big expense will be an electronic Reader Board for the school (this requires permitting and may also be eligible for other grants) and is not yet reflected in the budget. Budget was approved by a majority of 22 out of 26 at the time of voting, with 0 "no" votes.
- Yearbooks - we are still hoping to have a yearbook. May be able to do "drive up" school pictures - more info to come. PSO approved giving a yearbook to every student at no cost (reflected also in the passed budget) with a majority of 20 out of 26 and 0 "no" votes.
- Discussed also allowing teachers to submit grant requests to support remote learning needs.

Next meeting is October 21 from 6:30-7:30pm