

PFC of White Oak Elementary Executive Board

Meeting Minutes

August 9, 2022, 4:00 PM

I. Welcome

- a. Nicole Smith, Peachie Hytowitz, Nikki Steinsapir, Dilvi Patel, Darian Roberts, Elizabeth Martin, Lindsay Iwanoff, Kate Lawyer, Kristy Jones, Polly Link, April Driscoll, Cristie Jones, Theresa Taylor, Darian Robbins, Stephanie Koors, and Megan Lefton

II. Review & Approval of June Minutes

- a. Approved by Lindsay Iwanoff and Peachie Hytowitz

III. General Membership Discussion Items

a. Principal's Report

- i. Welcome to the 22-23 School Year
- ii. TK/K Updates
 1. Lower Class Ratios for 22-23
 - i. TK has 1:12 ratio with an additional assistant
 - ii. Increase K Support
 - iii. Funded by the district

iii. Security

1. New security position will patrol our open campus
2. Funded by the district

iv. Split Classes

1. Goal is to reduce class size ratios
2. One class may be split for 22-23
 - a. From either K-3 or 4-5 grades

b. Presidents' Report

- i. Welcome New Members
 1. Director of Communications: Nikki Steinsapir
- ii. Open Positions and Open Committees
 1. Spirit Wear Position needed
 2. School Dance committee needed
 3. School Talent Show committee needed
- iii. Bylaws Update
 1. Voting:
 - a. Neither the principal nor teacher hold a vote in PFC
 - b. The code of votes required to either pass or not pass a measure is being adjusted
- iv. Parking Spot Raffle
 1. 3 spots to auction
 2. 1 spot to raffle

c. Treasurers' Report

i. Process for Expenditure Approvals

1. Pre-Approval needed from director, Stephanie Koors, Elizabeth Martin or Nicole Smith

d. Parliamentary Report

i. Installation of Director of Communications completed

e. Annual Giving

i. White Oak 101, August 18th at 6:00PM in Courtyard

1. All incoming parents are invited
2. PFC Board Members encouraged to attend

f. Fundraising

i. Sponsor Update

1. Multiple sponsors will be included in various events throughout the year

ii. 5th Grade Events/Fundraising

1. \$175 direct donation being requested this year
2. Registration
 - a. Selling water
3. City celebration
 - a. Selling water

iii. Auction Committee needed

g. Social

i. Registration, August 22nd

1. Registration

- a. Location: Courtyard Square
- b. What to Expect

i. Mr. Softy, DJ and Coach Ryan on playground by lunch tables

ii. 5th grade fundraisers and liaison table

iii. Computer setup to complete Aries registration in front of office

iv. Spirit Wear available to purchase

ii. TK/Kindergarten Playdates, August 12th and 19th

1. Provided Forms at Event:

- a. Volunteer Sign-Ups
- b. Raffle Tickets
- c. Fun-raiser flyers

2. Spirit Wear will be available to purchase

3. Free WOE Swag will be given out

iii. Movie Night

1. Friday September 16th

2. 5th Grade Fundraising

- a. Selling glow sticks and water

iv. Fun-Raisers

1. Need: 2nd grade adult-only party host

2. 5th Grade will be doing a Fun-raiser

h. Academic Affairs

i. Enrichment

1. Growing Outdoors

a. 3 trimesters with little/no break between

b. Attending registration

ii. School Supplies

1. Delivered this week

a. ETA Thursday 8/11

i. Community Relations

i. City Celebration, October 15th

1. City contracts have been signed

j. MPR Committee Update

i. Need list of vendors for:

1. Curtains

2. Sound System

k. Auction Committee

i. Volunteer positions available

l. Room Parent + Staff Appreciation Coordinators

i. Back to school lunch on first day of school at 12:45

m. New Business/Comments or Questions

i. Updated Dismissal Times

1. TK 1:10PM (12:25 on Wednesday)

2. K 2:05PM (12:35 on Wednesday)

3. 1-3 2:11PM (12:35 on Wednesday)

ii. Morning Flag Salute

1. M-F

a. Parents welcome every Friday

IV. Adjournment at 5:46PM

a. Next Meeting, September 13th at 9:00AM