

**Wallingford Elementary School
Parent-Teacher Organization
October 3, 2017
Meeting Minutes**

Attendees

Heather Warley	Rachael Reach	Chris Martinak	Michelle Hall
Matt Greco	Doni Reece	Kate Fernandez	Candice Rogers
Maria J. Garcia	Kelly Whitehead	Murray Blanchette	Beth Noto
Christie Cari	Wendy Driscoll	David Driscoll	Paul Fritz
Gary Reach	Dana Pickup	Christina Gaffney	Kristine Magargee
Martha Lambertsen	Joanne Haley		Josh Peterkin

Call to Order-Heather Warley

The meeting was called to order at 7:05PM. Rachael asked everyone to take a moment to acknowledge the terrible things that have happened recently (recent hurricanes in the Caribbean and shooting in Las Vegas.)

Approval of Minutes from September 19, 2017 Meeting-Heather Warley

The minutes from the September 19th meeting were approved unanimously without revision.

Heather extended thanks to those committees currently hard at work: the Fifth Grade Reps with the Mum Sale; New Parent Reps and Spiritwear for the Kindergarten Play Date; Liz Orye with the Speaker Series; Lauren Averill and Janine Berstein with Grounds and Greens working on the atrium and Halloween displays; Michelle Grunseich and Jenny Montague with fully staffing our carline volunteers; Michelle Grunseich with Eli Bromley on the new Foreign Language Program; Kelly Whitehead working on the School Zone; Candice Rogers on WESMail; Ann Ruether on website and Beth Noto on Library Volunteers.

Treasurer's Report-Chris Martinak, Treasurer

- **Revenues** recently recorded from the Directory, SchoolKidz Kits, Mum Sale and SpiritWear. All committees exceeded their budgeted income.
- **Expenses** amounted to approx \$6K to fund school field trips. Matt has some additional expenses.
- **Codes and Procedures for new PTO members**– see <http://www.weskids.org/about-the-wes-pto/pto-procedures-documents/> for sales tax exemption forms and procedures for collections (2 people count) deposits (be sure to write name of event on deposit slip) and check requests (Matt prefers email for faster turn-around). For fundraisers, BYO seeding money to make change, but take it out prior to the deposit. Close-out your event timely by making deposits and submitting check requests as soon as possible.

Committee Reports/Housekeeping:

- **Apple Crunch Day:** Emily Glowacki and Kate Fernandez- secured donors: Wolfs, Trader Joes and Highland Orchards for 10/25 event. Sign-up Genius will be sent for classroom slots.
- **Hospitality:** Doni Reece and Christie Cari- Lunch will be provided for the teachers on the Tuesday 11/21 conference day. Sign-up Genius will be sent for folks to donate soups, salads and stews around the end of the month.

- **5th Grade Reps (Mum Sale, Halloween Carnival):** Murray Blanchette – 660 total mums were bought from a NJ nursery. 628 sold in presales; 18 sold on the day of pickup; 14 were donated to G&G to decorate WES. Only 6 folks didn't pick up their mums. The PTO made a \$2,002.25 profit after selling \$4,263.25. Halloween Carnival – Gabrielle will have a brainstorming meeting to plan for the event. They plan to cut down on the number of raffle baskets.
- **Speaker Series with Andy Crouch:** Liz Orye Andy Crouch visit attendance could have been better (conflict with 7/8 Back to School Night at SHMS after already scheduled and the event competed with a lot of other events during the busy start to school); Liz welcomes feedback and wants to know if this is an effort we would like to continue with in the future – other speakers may cost money for their appearances. Andy donated his time so the PTO gave him a restaurant giftcard to say thanks.
- **Walk for WES:** Liz Orye and Dana Pickup – The walk was a \$10K fundraiser last year. This year it was decided that it will not be a fundraiser in fall because of too many competing fundraisers that we are asking parents too support early in the year. The walk will be for school spirit and fitness for the students. The kids should wear their WES spiritwear and school colors. The event is 10/13 from 1:45-2:45 (raindate 10/20). Sign-Up Genius will be sent for walker and track greeter volunteers. Mr. Peterkin will head up the charge with WES facts and fitness leading up to the walk itself.
- **Publicity:** (Kristin Snyder)- WES in the Press board is moving to the front entrance just left of the office door with a small table for office handouts.
- **SchoolKidz Kits:** (Amy Taimanglo)– With just a few mix ups with orders, WES will renew its contract with Staples for next year. NPE and SHMS are switching to a new vendor after orders were mixed up this school year. WES will see how it goes with the new vendors.
- **Pancake Breakfast:** (Jen Ryder) – Sign-up Genius will be coming out soon.
- **New-to-Area Parent Coffee:** (Melissa Carden and Christine Madison) – Melissa and Christine plan to host a coffee to share local info that will be helpful to those new parents in the area.

Upcoming Events: Movie Night (October 6), Judy Schachner orders (due October 9), Jennifer Weiner orders (due October 13), Swarthmore Pizza (October 17), Fall BoxTops deadline (October 20), Pancake Breakfast and Halloween Carnival (October 28), UNICEF (October 31), Iron Hill Night (November 7)

Teacher Mini-Grants and the WES Field: Heather Warley –

With teacher needs being so varied at WES, Heather sent out a letter to have teachers submit for PTO financial assistance for any initiatives \$500 and under. Anything that requires funding more than \$500 should be submitted to the WSSD Foundation. The application requires the teacher's name and position, timeline, budget, and description to be considered for fall or spring funding. No specific amount has been earmarked for these grants at this time.

Heather shared the history of the WES Field over the past years since the new school was completed in 2012. Construction backfill was used to reconstruct the field and the drainage of the field is poor from the slope down Kershaw Lane. Looking 5 years forward, post-construction, the field is now continuously resurfacing this backfill and the field is often flooded which has quite an impact on the kids' use. Often the field is closed 30-40% of the time and the kids end up playing on the coned-off bus circle. The building also is affected with mud and dust being tracked back into classrooms. With more than 500 students and only .8 acres to play (vs. SRS with 4.3 and NPE with 3 acres), Paul Fritz's Master Plan was introduced in the 2014-15 school year to kindly help WES with an approach to prioritizing the school's landscape improvements. In 2015-16, WSSD conducted a feasibility study and in 2016-17 they determined the field to be on a priority cost \$500K capital improvement budget (not an annual budget) which places them on a 5-10 year waitlist for funding, also expecting the WES PTO to

fundraise for a portion of the money needed. While the PTO continues to chip away at the Master Plan, it has reached a point where it is impossible to ignore the need to address the field issue.

Paul shared three different plans to address the area, which included a combination of outdoor carpet and poured rubber surface. Paul was thanked for his dedication to WES' landscape and for his grassroots effort to collect information and form a plan to develop our landscape in the best way possible looking at the big picture of our school.

Mr. Peterkin met with Dr. Palmer, Nick Cirilli (Engineer), Jim Hardy (Supervisor of Operations), Martha Kew (Business Administrator) to discuss options. Dr. Palmer agreed that doing nothing is not an option. Nick's proposal included Diamond-Tex-baseball sand – which was determined to be unviable because of maintenance and tracking sand in. Asphalt would give WES more hard surface for parking for special events which the zoning committee for the township would need to weigh in due to the amount of impervious surface allowed on WES' property. The third option proposed by Nick was a poured rubber option for the entire field space. Paul said neither natural grass nor sod could sustain itself with the amount of usage that the field receives in addition to the drainage issues. Tanks are underneath the area as well as the field closer to Providence Road. Nick is studying drainage numbers and is working with the twp zoning and runoff engineer. Artificial turf is another option but costs for maintenance should be considered. Mr. Peterkin wants to bring the issue to the board finance committee meeting. The field is on Dr. Palmer's top 3-4 capital projects, but likely still a couple years down the road from happening.

The PTO wondered if we should be lobbying in some way to keep things moving along. School board elections are coming up and we did not think that the existing board is aware of the field conditions. We might consider writing petitions and making presentations in the near future as it may be time for a new approach after trying to work through the district initially. The PTO wants to be part of the decision making process with the solution to fixing the field. Asking the board to spend wisely with community input is important. We want future families to know and be watchdogs. The timing of the November board elections with potential members with kids actually at WES is something to consider. The budget is finalized in February for the upcoming school year so we don't want to miss an opportunity to be included. There is also a capital budget. The PTO needs to continue to create awareness. We will consider establishing a special committee for this initiative.

Principal's Report - Josh Peterkin, Principal:

- **My School Bucks** that is currently being used for food service purchases also has options for kids to pay for exams, fieldtrips, etc. WES may pilot this service which includes a 4% service charge.
- **Attendance Information** has been updated on the website. Note trip pre-approval requirements.
- **Volunteer Forms and Clearances** directions are on the website. If confused or need to know if your clearances are current, call Norma. The Human Resources department houses all clearance documents as they do contain personal information.
- **Eblasts** are getting shorter; send committee updates to Norma for inclusion.
- **Halloween schedule:** Kim Killeen is organizing the homeroom parents, runners and food donation procedures. Homeroom and approved parent helpers may come in early to set up the classroom for the parties.
- **Conferences** – SignUp Genius will be sent out on Monday, 10/30 for the upcoming November conferences.

The meeting was adjourned at 8:11pm.

Respectfully submitted by Michelle Hall