

Westgate Community Club - October 1st, 2018

Principal Report: Mrs. Moon

Financial Update:

- Move \$1k out of book fundraising
 - **Action Item:** Mrs. Moon is going to follow up with Angela to use the money and take out of account
- Fundraising Letter: ~\$1,025 received already
- Parent Classroom Representative: Angelia sent out email to everyone regarding classroom party details and supplied teachers the email addresses. Need Party Organizer for each classroom to partner with teachers.
- Classroom Party = October 31st, 2:00 start
 - **Action Item:** Angelia to send out template to classroom organizers to get engagement for Party Planners

Trunk or Treat Update: Dee

- Great start by committee
- Tunnels, DJ, games, car trunks decorations for trick or treat, photo booth
- 3 cars have volunteered to decorate, looking for 15
- Snacks do not have to be on Approved list since it is after hours
- Middle School Volunteers, still need some parent volunteers
 - **Decision:** Dee would like to request \$300 to buy supplies for party, gift card for DJ and gifts. **Approved**
 - **Action Item:** Angelia to reach out to Nobby's contacts and Hy Vee contacts
 - **Action Item:** Brooke to get gift cards

Art Fundraiser: Dee

- Planning already started and received a deal for starting early
- Art Teacher has committed to start in January with kids and goal is to have it for Mother's Day

Staff Meal for conferences: Brooke

- Planet Sub will provide (\$360 for 45 staff members)
- **Action Item:** Brooke to provide drinks

Westgate Community Club By Laws: Brooke

- Brooke copied other Elementary Schools and added Westgate into the details, so we now have By Laws

Helping Hands Update:

- Started two weeks ago on Friday afternoons at 2:30 PM
- Opportunity for teachers to get additional assistance from parents to help with different activities
- Box Tops: Good progress, need to pay attention to expiration dates as they do expire

Newsletter Update:

- Newsletters delivery date is flexible
- Will have Draft completed next week
 - **Decision:** Start to send out on Monday's
 - **Action Item:** Include in newsletters box tops 10/29 deadline date

Pizza Bingo Night (November 16, 5:30-7)

- Brooke has started and has a draft agenda
- Need to begin looking at options for gift baskets for raffle prizes
 - **Action Item:** Brooke to continue looking into Pizza options
 - **Action Item:** Brooke and Angelia to coordinate collecting donations

Board Shadowing:

- Opportunity available for any parents who would like to volunteer to be on the board
- Adding to the newsletters to get involvement

Student Directory:

- **Action Item:** Mitch to consolidate document and get back to Mrs. Moon