



KWES PTO GENERAL MEETING MINUTES

Meeting Date: Tuesday, January 17, 2023 @ 6:30 p.m.

Meeting Location: Hybrid via Zoom link and at Kyle Wilson Elementary School, 5710 Liberty Hill Ct

BOARD MEMBERS Present: Tracy Woodhead, President | Ashley Shelley, Vice President | Mary Griffin, Treasurer | Karen Manzano, Corresponding Secretary | Jennifer Clinton, Recording Secretary

Call to Order/ Welcome

- Tracy called the meeting to order at 6:31pm. –Motion seconded by Ashley.

Approval of Minutes

- Motion made by Tracy to approve minutes from 11/15/2022 General Meeting. --Motion seconded by Irma Stafford.

Treasurer's Report – Mary Griffin

- Mary reported that viewable report not available tonight; will have sharable copy with meeting minutes this week.
- Estimated about \$25,000 in bank account
- Mary reported in process of planning for outdoor classroom project.
 - Will develop up to three plans; final plan to be approved by administration.
 - Will utilize extra PTO funds to pay for project.
 - Asking for assistance and donations; please email Mary at kwespto.treasurer2023@gmail.com

President's Report – Tracy Woodhead

- Tracy expressed thanks on behalf of PTO Board for a busy December
 - Pancake Breakfast & Spirit Day at Barnes and Noble both great successes
 - Giving Tree – so many families helped
 - Cookie Exchange –well appreciated by the entire KWES staff
- Encouraged continuation of support through volunteering
 - Help in workroom with Hero Helpers
 - Relaunching of HEROES program – Ms. Song will share more information later in meeting.
- Clubs are starting up soon – Be on the lookout for flyers to come home soon!
 - Some clubs limited to specific grades.
- Family Tech Talk night – PTO has partnered with Trend Micro to offer an informative webinar.
 - A Trend Micro Internet safety expert will share trends, advice, and answer parent questions.
 - To be discussed: our children's online activities, how to teach them to be smart, safe and respectful digital citizens, privacy and security issues
 - This Zoom presentation is free; translation offered English and Spanish
 - Flyers will be sent home this week; link to be shared via email
- Spring Spirit Wear coming soon!
 - Will feature basketball shorts, joggers, sport tees
 - Anticipated sales to start in early February and will close in mid-March
- Valentine's Day – show our staff some love!
 - Families will be asked to send notes about why they love their teachers and staff; will be used to decorate the teacher's lounge and treats will be served.
 - More information to come on social media and PTO February newsletter
- HERO behavior is rewarded with house points

- In support of our school's house system, PTO awarded over 500 house points for family participation in the PTO and the Read-a-Thon during the 2nd grading period.
- For 3rd grading period – points will be awarded to students who submit a t-shirt design for the Kyle Wilson Walk.

Committee Reports

- Spirit Nights – *Irma Stafford*
 - Irma reported a profit of over \$400 from Barnes & Noble
 - Will be distributed to PTO in a gift card.
 - Very successful and fun event; may attempt to make an annual event.
 - January Spirit Night -- Tomorrow, 01/18/23 from 4-8:00pm at the Dumfries Panera
 - Future Spirit Nights in the works:
 - All American Steakhouse – February 8, 2023, all day event
 - Chipotle, Nando's, and Frosty Moose in coming months
- Giving Tree recap – *Taylor Yungk*
 - Ms. Yungk reported a very successful Giving Tree event this past December
 - Online platform worked very well, easy to track everything.
 - Suggestions for next Giving Tree:
 - Counselors suggested organizing it by family to help ensure equality to individual children
 - Specifying how much of each item
- Pancake Breakfast & Vendor Fair – *Ashley Shelley*
 - Ashley reported a very successful event
 - Suggestions for next event: start making pancakes about an hour prior.
 - Positive points: Volunteers, Frosty's appearance, vendors, raffles, soccer streaming on TV, holiday photographs
- Kyle Wilson Walk for Fitness – *Ashley Shelley*
 - Ashley reported that planning for this year's Walk has begun
 - Annual event to honor our school's namesake, Kyle Wilson.
 - Continuing with "Move It" theme – promoting general fitness and movement
 - Looking for vendors, volunteers, raffle items/baskets, and business sponsorships.
 - Please reach out to PTO Board for more information

Principals' Report – Mrs. Libby & Mrs. Geier

- Mrs. Libby expressed gratitude to everyone taking time to attend the meeting and to the Board for rallying support for the KWES community
 - Pancake Breakfast & Vendor Fair: Overcame obstacles, watched soccer, and had a blast
 - Barnes & Noble event supported our children's literacy and brought community together in a special all-day event.
 - Thanks to PTO for making Giving Tree happen – allowed many families a relaxed and special holiday.
 - The cookie exchange was an amazing time for staff and their families.
 - Excited to get clubs rolling again; will increase family/staff connection!
 - Happy to announce the addition of our new Vice Principal: Mrs. Geier!
 - Mrs. Libby encouraged everyone to contact her; always open to share, talk, and troubleshoot!
- Mrs. Geier introduced herself to the PTO meeting attendees
 - She's worked 12 years here in Prince William County; KWES feels like a good fit!
 - Spending a lot of time in the hallways getting to know kids and staff
 - Excited to attend the next Pancake Breakfast!

Teacher's Report

- Ms. Taylor Yungk spoke on behalf of teachers and staff expressing thanks to the PTO for the Cookie Exchange and rallying volunteers within the school.
 - Reminded everyone that Parent/Teacher conferences coming up on 01/27/23
 - Encouraged anyone interested in volunteering to contact the school anytime

New Business

- Monthly topic – School Programs
 - Counseling team presented #HEROES – *Ms. Helenann Song & Ms. Cynthia Kight*
 - Expressed excitement to get this program underway
 - Is open to everyone
 - Revamped Watchdog Program – can come in whenever for any amount of time
 - ✓ Guarantee to be with your child at lunch and recess
 - ✓ Will place volunteers wherever they are needed the day of
 - ✓ Shout out to Mr. Conway for being our first participant
 - ✓ Sending emails out to teachers and producing a Sign-Up Genius based on needs.
 - Kids' Heart Challenge – *Mr. Hernandez & Ms. Epolito*
 - Will run from 01/31 – 03/01
 - Communication to families through PE Canvas, school webpage, social media, and flyers
 - Will discuss with students during PE classes; prizes to be handed out at the end of PE classes
 - Goal: raise minimum \$20,000
 - Incentives
 - ✓ Pie an administrator! New recess equipment for class with most participants
 - ✓ Teachers who donate \$25 will have a special day to wear exercise clothes in February
 - 2022 -- #1 in PWCS; Top 10 in Virginia
 - ✓ Received funding from US Games for PE Equipment
 - ✓ Raised \$22,534
 - ✓ Built a healthy community
 - How to participate
 - ✓ Use link or QR code provided in future correspondence, follow path on Finn's Mission to be a Lifesaver
 - ✓ Will email teachers with information; can join now!
 - Please support the SCA – *Ms. Epolito*
 - Popcorn day on 01/27; money due on 1/26
 - February – Kickoff candy-gram sales

Adjournment

- Calendar of Events:
 - January 18 – Spirit Night at Panera, 4-8:00pm
 - January 25 – Family Tech Talk 7-8:15pm, Zoom
 - February 8 – Spirit Night at All American Steakhouse, all day
 - February 10 – Design submissions due for Kyle Wilson Walk t-shirts
 - February 10 – Movie Night, 6:45pm, Gym/Cafeteria
 - February 21 – PTO General Meeting, 6:30-7:30pm, Activity Room & Zoom
 - April 15 – Kyle Wilson Walk for Fitness, 9:30am-12:30pm, KWES
- Tracy made motion to close meeting at 7:16pm. –Motion seconded by Ashley.