



# WFAPAC May 9th, 2024

## Meeting Minutes

**In Attendance:** Caroline Dahlstrom, Christine Higgins, Jessica Scott, Amanda Carr, Greg Marino, Kate Pellegrini-Welch, Amanda Laberge, Chris Ford, Mia Nolan-Allard, Rebecca Ashford, Sara Roach

Meeting called to order at 8:35

**Welcome** - Caroline

### Phoenix Book Fair

- First time partnering with Phoenix (Kristin) and people were excited about the local connection
- We are getting the same cut as we did with Scholastic
- Good quality books and lower prices. No plastic toys.
- She brought signed copies, lots of VT authors, Jason Chin, and had recommendations for kids.
- Kristin has been a great resource and great about communication.
- Has brought additional books each day and listened to recommendations from students.
- Modular space has been wonderful to use.
- Family night went well and had consistent traffic until 7pm.
- Envelopes that went out to families were very helpful for students and teachers.
- Overall, the event has been successful.
- Thank you to all the volunteers
- If anyone has feedback/suggestions for the fall, please let us know.

### Teacher Appreciation Week

- Seems to be going well
- We will be handing out flowers for students to bring to their teachers tomorrow.

### Volunteer Needs

- The number of volunteers for events has been low this year.
- Seems to be a lot of the same faces
- Looking for ways to get more people involved to share the workload
- Looking for people to step up and give 2 hours of time at events
- Personal invitations to help out
- It is fun to connect with other parents, students and help out in the schools
- The more help we have, the more we can do for our schools
- There are not currently people to hand off duties to and positions have term limits
- Want to preserve this organization and what has been established
- Not all the work has to be done during the school/work day.
- Existing workload demands are not sustainable for the current WFAP leadership members.

### Financial Report: **See document attached below**

- Presented current numbers
- Outstanding numbers:
  - Grant expenses, Book Fair income, Teacher Appreciation expenses

- Hoping to end the year within \$2,000 of our goal
- Unfortunately, we are still not getting contributions to the Annual Fund (about ½ the amount pre-Covid)
  - Only 180 total donors (average \$65 per donor)
- Are reducing the expected amount we can cover next year to \$14,000 vs. \$16,000
- This means that we will need to make cuts to the student activities/trips/programs/learning opportunities we can support next year - which is not ideal.
- We were able to fully fund field trips for all students this year.
- Expenses for transportation, activities, shows, experiences are going up. These trips cost more.
- We used some of our reserves to cover expenses for this year.
- We will still provide money equitably across the classes moving forward.
- It is hard to plan for future expenses without knowing all the factors.
- We had a number of successful fundraisers this year (BBR, Craft Fair, Lucky U, Book Fairs, etc.)
- There may be opportunities for other fundraisers
- Were not able to do more this year because of budget revote work

### **Opportunities to Promote WFAP**

- Need school staff/teachers/administrators to talk up/communicate what the WFAP does and the difference/impact it makes
  - It is more than fundraising
- Ask teachers to connect directly with their families and possibly recommend people who may be able to help lead events (tap into people's areas of passion).
- Missed opportunity to connect with incoming K families because WFAP did not get notice of Meet and Greets in time
- Chris Ford talked up the WFAP at the 3rd grade transition night
- DAML hosting events in August for incoming families and WFAP has been invited to present there
- Chris mentioned that Houses used to hold socials with House Reps in the past
  - Small community events are important
- He also said House Reps used to have 'Welcome Meetings' with teachers/teams at the beginning of the school year to see how they could work together. The feeling of houses being "families" has been lost a little with the change in house structure along with external/societal changes over the last few years.
- Get information into each team/teacher summer communication

### **Goals**

- To make sure what we do is meaningful to kids and staff
- To re-energize and build community
- Promote investment, involvement, partnerships, collaboration and connection (How?)
- Help schools be more welcoming and visible for families
- Improve email systems/communication with families

### **Next Steps**

- Create a list of what we have done this year.
- Create a list of what we need people for and get co-leaders for each event/fundraiser
- Need list of touchpoints to give out to staff members/families
- Need to educate new staff members about what WFAP is and what it does so they can communicate with their families
- Get info about WFAP into people's hands at the beginning of the year
- Ask teachers to talk to their families/community directly
- See if people are available for June 6th meeting

### **WFAP Summer Tasks**

- Create Summer Welcome Mailing Letter for Teachers by June 20th
- Pay Bills
- Field Trip Planning Spreadsheet
- Ice Cream Social Planning and Marketing
- Plan for August K Kickoff
- Update Open House Event materials

- Update Grant Proposal Forms and send out to teachers before start of school
- Book Community Room for all monthly WFAP Meetings and create Google invites
- Create Reference Booklet for Families

#### **Other Ideas**

- End of year Potluck/BBQ? (When?)

#### **Budget Vote**

- Jess moved to vote
- Amanda seconded
- Budget proposal passed - 10 unanimous

#### **Administration Report:** Greg Marino

- New musical director hired for next year - Angela Pollock
- Modular buildings may be used for pre-K next year.
- Extra classrooms inside ABS may be used as multi-use space next year

#### **Staff Reports:**

##### **ABS PreK-2:** Becca Ashford

**Pre-K** (Danielle) is continuing with pyramid model coaching and working on problem solving strategies in their classroom during explore time. They are also ending the school year learning about rainbows!

##### **Starlings** (K)- No report sent

**Explorers** (K) students had a fabulous time at the Audubon center learning about Critter construction! Thanks to WFAP for funding their adventure! Students have also been learning about seasonal changes and they've had a blast observing frog eggs and tadpoles in the outdoor classroom area.

**Harmony** (1-2) wrapped up their final WIN rotation the week before break. Students are publishing their animal research reports and preparing other work they feel proud of throughout the school year for a celebration of learning in early June. First and second grade mathematicians have been studying geometry. First graders will start a fun, hands-on measurement unit soon. All classes have been talking about trust and honesty in their weekly restorative circles with Ms. Nicole.

**Horizon** (1-2) is preparing for their reading picnic. It is on Thursday, May 9th. Families join on the back hill and the students share their writing for the year! They had an amazing time at Shelburne farms last month! They will end the year with a science unit on erosion!

**Synergy** (1-2) had wonderful experiences with the Planetarium Lady and their trip to the Echo Center. Thank you WFAP for supporting these 2 events. Classrooms are completing a variety of end of the year activities.

**All** - Throughout the month of May teachers are meeting with students one on one to assess their progress in literacy and math using benchmark assessments. All teams are going to WCS to see the Sterling play next week. Second grade classrooms just received their portraits lists for the annual staff portrait project. Stop in after Memorial Day to view them in the main hallway.

##### **WCS 3-4: No report**

##### **WCS 5-8:** Amanda Laberge

##### **Swift**

Swift students completed their argument writing unit by writing summative pieces on a topic of choice, from dress codes in schools to self-driving cars. Science and social studies classes are wrapping up with summative tasks and projects related to current events, the Stock Market Game, human body systems, and natural selection.

About 60 of our students are actively researching choice topics related to their upcoming trip to Boston, and our Home Team students will begin their own research on choice topics next week. This independent project will culminate with our 8th grade challenge community presentations and an open house for families on June 11th.

We are all very excited for our bi-annual Swiftville simulation and economics unit, in which every student will be actively involved in either running a business, working for a business, acting as a member of Town Council, or working for the Swiftville Federated Bank. We will be inviting our 3rd and 4th grade friends to visit our town when businesses are open on May 23rd and 24th, as well as all WCS faculty and staff.

It's a busy time with a lot going on, but it certainly makes the end of the school year fly by!

### **Clover**

Clover house has been super lucky to enjoy a bird banding learning opportunity arranged by our fabulous Mady Corkum, and facilitated by Vermont Audubon. Humanities has been learning about Westward Expansion, primarily focused on the Lewis and Clark Corps of discovery expedition. Science just finished up a study of the human body and cells, and is moving on to earth's spheres. We have been enjoying taking nature walks as the weather has improved.

### **Summit**

Summit House is looking forward to visiting WCAX tomorrow (Friday) on a field trip to see how evidence is collected and used in the "real world". We also just wrapped up the Stock Market Game where students spent the year investing 'fake money' in a stock market simulation game!

### **Sterling**

Sterling is in the middle of a theater unit. We will perform Jack and the Beanstalk and Beauty and the Beast to ABS and 3/4 WCS students on May 16th. At the same time we have been involved in a Carl Hiaasen book group extravaganza. Students are reading either Hoot, Chomp, Scat, or Flush. All of Carl Hiaasen's books have themes connected to climate/human pollution issues in Florida.

### **Harbor**

Harbor completed our community service day on May 3. Half of our team worked on Green Up Day activities around WCS. The other half of our team went to ABS classrooms to work in small groups with students around math, reading, and playing games. It was a great day!

### **Special Acknowledgement**



**The WFAP would like to acknowledge the many years Sarah Francisco supported our students and schools through her involvement on council as a parent rep, being on the Basket Raffle Committee, and many other activities. She will be greatly missed by the many lives she touched.**

Meeting adjourned 10:35

May 2024

MAY

## Williston Families as Partners 2023-24

## Beginning Balance

| <i>Gifts and other amounts</i>           | 23/24 Budgeted  | Net Profit      | Actual Revenue | Actual Expense |
|------------------------------------------|-----------------|-----------------|----------------|----------------|
| Williston Schools Annual Fund 23-24      | \$16,000        | \$12,220.47     | \$12,499       | \$278.53       |
| <b>Fundraising Events</b>                |                 |                 |                |                |
| Scholastic Book Fair                     | \$5,200         | \$4,194.15      | \$7,296        | \$3,101.52     |
| Craft Fair                               | \$7,000         | \$7,921.71      | \$10,219       | \$2,297.29     |
| Variety Show                             | \$1,000         | \$0.00          |                |                |
| Big Basket Raffle                        | \$7,000         | \$8,451.00      | \$8,451        |                |
| LuckyU                                   | \$1,500         | \$1,818.00      | \$1,818        | \$0.00         |
| Reserve                                  | \$5,300         | \$5,300.00      |                |                |
| <b>Total Fundraising Revenue</b>         | <b>\$43,000</b> | <b>\$39,905</b> |                |                |
| <b>Program Expenditures</b>              |                 |                 |                |                |
|                                          | Budgeted        | Actual Expense  |                |                |
| Staff Appreciation Week                  | \$500           | \$0             |                |                |
| Misc (bank charges, taxes, etc)          | \$200           | \$0             |                |                |
| Educational Grants                       | \$10,000        | \$0             |                |                |
| House Activities /Field trip allocations | \$24,000        | \$23,822        |                |                |
| Student Services                         | \$2,000         | \$2,000         |                |                |
| Intergen Reading                         | \$500           | \$500           |                |                |
| Four Winds                               | \$400           | \$400           |                |                |
| 8th grade school-wide field trip         | \$3,600         | \$3,600         |                |                |
| Graduation                               | \$300           | \$300           |                |                |
| Summer Reading Program                   | \$1,500         | \$1,500         |                |                |
| <b>Total Expenditures</b>                | <b>\$43,000</b> | <b>\$32,122</b> |                |                |
| <b>Profit/Loss</b>                       | <b>\$0</b>      | <b>\$7,783</b>  |                |                |

FY25

FY25

## Williston Families as Partners 2024-25

| <i>Gifts and other amounts</i>           | 23/24 Actual    | 24/25 Budgeted  | Net Profit | Actual Revenue | Actual Expense |
|------------------------------------------|-----------------|-----------------|------------|----------------|----------------|
| Williston Schools Annual Fund 23-24      | \$13,000        | \$14,000        | \$0.00     |                |                |
| <b>Fundraising Events</b>                |                 |                 |            |                |                |
| BOOK FAIR                                | \$5,200         | \$5,500         | \$0.00     |                |                |
| Craft Fair                               | \$7,900         | \$9,200         | \$0.00     | \$10,000       | \$800.00       |
| Big Basket Raffle                        | \$8,400         | \$8,500         | \$0.00     |                |                |
| LuckyU                                   | \$1,800         | \$1,600         | \$0.00     |                |                |
| Additional Fundraiser?                   |                 |                 |            |                |                |
| <b>Total Fundraising Revenue</b>         | <b>\$36,300</b> | <b>\$38,800</b> | <b>\$0</b> |                |                |
| <b>Program Expenditures</b>              |                 |                 |            |                |                |
|                                          | Budgeted        | Actual Expense  |            |                |                |
| Staff Appreciation Week                  | \$500           | \$500           | \$0        |                |                |
| Misc (bank charges, taxes, etc)          |                 | \$0             | \$0        |                |                |
| Educational Grants                       | \$10,000        | \$10,000        | \$0        |                |                |
| House Activities /Field trip allocations | \$24,000        | \$20,000        | \$0        |                |                |
| Student Services                         | \$2,000         | \$2,000         | \$0        |                |                |
| Intergen Reading                         | \$500           | \$500           | \$0        |                |                |
| Four Winds                               | \$400           | \$400           | \$0        |                |                |
| 8th grade school-wide field trip         | \$3,600         | \$3,600         | \$0        |                |                |
| Graduation                               | \$300           | \$300           | \$0        |                |                |
| Summer Reading Program                   | \$1,500         | \$1,500         | \$0        |                |                |
| <b>Total Expenditures</b>                |                 | <b>\$38,800</b> | <b>\$0</b> |                |                |
| <b>Profit/Loss</b>                       |                 | <b>\$0</b>      | <b>\$0</b> |                |                |