

Hello everyone, please find the minutes from the 9-17 PSCO meeting below. Spanish version will follow later.

## **PSCO Meeting Minutes-September 17, 2015**

### **BUDGET REPORT: APPROVAL OF THE SY2015/2016 BUDGET**

Lisa reported that the 2015-2016 budget is in good shape, with a carryover of \$10,788 from last school year. The budget projections are conservative so we do have the room and opportunity for feedback about additional expenses the PSCO should consider incurring. Within the summary are line items for all of our existing major school events and fundraisers including Family Math Night, Family Reading Night, the Harvest Festival, the Citrus sale etc. There was unanimous agreement to proceed with the proposed budget. Additionally, there was a motion and approval that the PSCO could fund the balance of the money necessary (approximately \$1100) for the school to keep its Go Quest subscription for SEM. (West is going to provide \$1500 from its budget.)

### **HARVEST FESTIVAL PLANS AND OTHER UPCOMING EVENTS**

Nat Gillespie, the PSCO Vice President oversees all of the PSCO's event planning. He ran through some of the key upcoming events:

#### ***West Outdoor Work Day - THIS Saturday, September 26, from 9am – 11am***

We have a partnership with City Blossoms, a nonprofit dedicated to fostering healthy communities by developing creative, kid-driven green spaces. Approximately twice a year, West families work on West's green spaces. In the fall, it is generally mulching, and in the spring, planting. This Saturday from 9am until 11am is one of those work days. We hope all families will come out and use their green thumbs to help with our fall project.

#### ***Harvest Festival – October 29th***

The PSCO's first big event of the year is the Harvest Festival that will be held October 29<sup>th</sup>. Carrie Tiller has traditionally been in charge of the event and will hopefully be leading volunteer and organizing efforts again. It's a fun evening for the kids with lots of activities – a Haunted House for the middle schoolers, field games, pumpkin decorating, face painting, and bobbing for donuts to name a few. If parents have other ideas about activities, we'd love to hear them.

Ryan DaSilva offered that perhaps an easy fundraising opportunity would be to partner with a local farm and actually sell pumpkins at a marked up rate. There are a handful of parents who noted their interest in organizing pumpkin patch fundraiser. If you are interested in participation, please email [psco@westschool.org](mailto:psco@westschool.org).

### ***Santa Photo Day***

In years past, every student has had the opportunity just before the winter break to take a photo with Santa and receive a printed copy free of charge. It was traditionally the Thursday before winter break during school hours. It did not happen during the 2014-2015 school year because the PSCO was unable to find a Santa to participate, but it was an activity that students of all ages loved. Lisa Jackson recommends that we work to revive the activity, and if anyone has a lead on a Santa, please let us know.

During the meeting Kip Eideberg mentioned he might know someone who would be willing and would follow up.

### ***Citrus Drive***

This year, West will again host a citrus drive that will allow families near and far to purchase boxes of citrus fruit to fundraise. The citrus drive takes place during the fall, and we will need volunteers to help once orders arrive.

## **AFTERCARE ENRICHMENT OFFERINGS**

Parents have noted an interest in using aftercare as an opportunity to provide more enrichment opportunities for participating students, and Mr. Tracey, West's in-house Vista who oversees aftercare programming has been researching opportunities that would fulfill that interest. There are a number of existing programs that could come to West but are fee-based including Kaizen Karate, Academics and Music (twice per week with a variety of instruments), and Twist and Turns Yoga.

There is also a foundation that partners with local authors and provides curriculum books to complement the authors' works. After six to eight weeks, the authors actually come visit the school and participate in a discussion with students. Additionally, the DC Arts & Humanities Education Collaborative has a plethora of field trip opportunities that are fee-based. Savanna Cole also knows of some non-fee based possibilities.

Parents also noted an interest in more enrichment opportunities to teach children languages, particularly Spanish for the ECE students who don't have as much access during the school day. Unfortunately, most of the Spanish class afterschool programs are off-site rather than able to come to the school.

As a next step, interested parents should work with Mr. Tracey on which programs they want to recommend and how to fund it if the programs are fee based. One suggestion was that parents who can afford the fee pay it and we possibly subsidize payment for families that cannot afford the full fee. Additionally, programming would be open to aftercare students first before opening the opportunity to other students. The group of families working on this with Mr. Tracey will provide a brief proposal to the PSCO Executive Committee. Email [psco@westschool.org](mailto:psco@westschool.org) if you're interested in helping this happen.

**Lastly, mark your calendars for a “Lights on After Care Event” on Monday, October 26.** It’s a national event that shines lights on after care. It’s a promotional event that invites community partners, teachers etc. to raise awareness.

## **OUTREACH AND ENROLLMENT**

West is doing quite well in enrollment! We were initially projected to have 278 students and we’re currently at 306, and continuing to enroll students daily. The school was able to hire a reading specialist because of our overall enrollment numbers. If 4<sup>th</sup> grade gets to 30 students (it’s currently at 25), then we will be able to hire another teacher and split that into two 4<sup>th</sup> grade classes/

## **MORE IDEAS AND DISCUSSION ITEMS**

- There’s a request to have more library access for ECE students.
- Parents want to increase community service opportunities for the older students.  
The idea was raised that maybe older scholars could help tutor younger scholars. West also used to have a relationship with Kingsbury for community service and we need to look at reviving that relationship. Additionally, Principal Vroman and Ms. Cole are thinking about PAC groups, and there could be an opportunity for some of our middle school scholars interested in social action to engage that way. When we get ST Math, that could be PAC time to have an additional hour.
- Getting a crossing guard.  
Several parents are willing to work on getting crossing guards for around the school because it is so dangerous, particularly around 13<sup>th</sup> street and now across Georgia Avenue since the school boundaries extend beyond it. The DDOT process seems fairly straight forward and requires a count of 20 kids in an hour. We should also consider reaching out to Councilman Brandon Todd to help with this and even getting an additional speed zone. Parents who are willing to work on getting crossing guards should email [psco@westschool.org](mailto:psco@westschool.org).
- The PSCO continues to lobby for renovations. DGS is fixing the school sign and the washer dryer in one of the ECE rooms (but not yet the other), but there’s still a lot more lobbying to get the school back on track for renovations. A small group has a meeting in early October, and one strategy that schools like Powell have used is to use students to help advocate in public meetings. There’s an opportunity on October 21 to have kids testify!

- If you're willing to help get families in your child's class to fill out their family directory forms, please let Jess Marcella know at [jdsmarcella@gmail.com](mailto:jdsmarcella@gmail.com). The deadline is rapidly approaching and we need more participation.
- Target has a \$700 field trip grant. Thus far, no teachers have submitted proposals and the deadline is September 30. Make sure to remind your teachers that this is a great opportunity.

Hello everyone, please find the minutes from the 10-15 PSCO meeting below. Spanish version will follow later.

## **PSCO Meeting Minutes-October 15, 2015**

### **Recommendations/Concerns/Areas for Improvement**

Stephen Mongelli raised the significant amount of food wasted each day, particularly prepackaged food distributed at breakfast that goes unused and then is thrown away. Principal Vroman is going to check with Chartwells, the school's food vendor, to find out the rules surrounding saving and repurposing food that scholars do not open in the morning. In the past, the primary issue was finding appropriate storage, and Lisa Jackson had looked into storing options in the past. Previously, volunteers would assume the responsibility of collection and storage, but that support waned over time and the process stopped. If you're interested in helping preserve the unused food (once Principal Vroman has learned any rules of regulations to ensure that it is done safely), please contact Annie Hall at [annie.eanniehall@gmail.com](mailto:annie.eanniehall@gmail.com).

### **Harvest Festival – Thursday, October 29, 5:30-7:30pm**

Harvest Festival planning is well underway. We'll have another year of amazing activities including the new addition of having dancing in the gym between activities. We still need lots of volunteers – for food concessions, being in the haunted hallway, with decorating the cafeteria and hallways, and especially for cleanup.

Messages have gone out on the listserv for assistance, and there are bins on the first floor of school for donations. Specifically, we'd love for contributions of individually wrapped candy (to make bags for the kids to take as party favors), toilet paper for mummy wrapping, and other Halloween-themed decorations like old scare crows. If you're interested in volunteering (even if you have already signed up), please reach out to Carrie Tiller at [carrelle\\_tiller@yahoo.com](mailto:carrelle_tiller@yahoo.com) and keep an eye out for a new sign-up sheet at the entrance to the school.

### **West Renovation Advocacy**

A group of PSCO members met with Councilmember Todd and his chief of staff to lobby to get funding for West renovations. Funding for West renovations was pushed back until the FY2019 budget, but West families are pushing to have the \$3 million necessary for planning and design to be included in the FY2017 budget. A key strategy identified in the meeting is that we need to be reaching out to Councilman Grosso and Mayor Bowser, particularly in the lead up to the development and release of the FY2017 budget. We welcome any suggestions and participation to keep up the pressure!

## Room Parents

Thanks to all of the parents that have already volunteered to be room parents. At this point, we only need a few more room parent volunteers. Specifically we need them for Ms. Ballou's PK4 class, Ms. Coles' 3<sup>rd</sup> grade class, Ms. Kim's 4<sup>th</sup> grade class, Ms. Betts' 5<sup>th</sup> grade class, and at least 2 others for the middle school grades. Elaine Menotti is the room parent coordinator, and will be reaching out to teachers to help ensure that room parents have contact information for each class by hopefully collecting that information during the parent-teacher conference Monday, October 19. If you are interested in serving as a room parent for one of the classrooms that still needs one, please contact Elaine Menotti at [elainemenotti@yahoo.com](mailto:elainemenotti@yahoo.com)

## Class Directory

West's first class directory is going to be a success thanks to all of the families that have submitted their information. At this point, more than half of the school has provided contact information, and there is still time a little bit of time to submit more. There will also be a push during parent/teacher conference day next week. We'll be getting a first draft back from the designer shortly and hope to have copies out to families in November. We also have enough corporate sponsors not only to cover design and printing, but to provide additional revenue for the PSCO. If you have not yet provided your name, email address, and phone number, please feel free to email Jess Marcella at [jdsmarcella@gmail.com](mailto:jdsmarcella@gmail.com) with that information and your student's name.

## Open Houses

It's about that time where we begin recruitment season for the 2016-2017 school year. The school already has four open houses scheduled. The first will be Monday, November 16 at 9:00am. There will also be open houses January 25 at 9:00am, February 26 at 9:00am, and March 14 at 5:30pm.

Additionally, EdFest, the large event hosted by MySchoolDC will be held at the DC Armory on Saturday, December 12 from 11am to 3pm. **We need volunteers to help staff those tables.** Please contact Annie Hall at [annie.eanniehall@gmail.com](mailto:annie.eanniehall@gmail.com) if you're willing to volunteer for a portion of the day and/or if you're willing to volunteer to talk with prospective parents at any of the open houses mentioned above.

We would also love any creative thinking about recruitment. Word of mouth is the most powerful way to recruit scholars so we would love to employ some sort of campaign or

incentive program to galvanize our current West family to refer prospective families to enroll. If you have ideas, let Jess Marcella know at [jdsmarcella@gmail.com](mailto:jdsmarcella@gmail.com).

Annie Hall is spearheading getting swag for West that can be used at all of the events as well as the Harvest Festival. There is \$400 in the PSCO budget for marketing materials as well as another \$200 in the West budget from DCPS.

### **Retention of Existing West Families**

While recruitment is important, retention of existing families is equally, if not more important, so we would like to create a forum for existing families to talk about the school's benefits, challenges, opportunities for growth and development, and priorities that would make them keep their scholars thriving at West. We'll be working on finding a date and location for that opportunity. Tiffani Johnson believes that we may be able to go to Cheerz for an evening event. Stay tuned for more details, and please email Jessica Marcella at [jdsmarcella@gmail.com](mailto:jdsmarcella@gmail.com) if there is particular information that would be helpful to know – feeder patterns, next steps on MacFarland etc. – so that we can be prepared to have the most fruitful discussion.

### **New Boundaries/ Crossing Guard**

During the September PSCO meeting, families raised a concern with the lack of crossing guards around the school. Since that time, a working group was able to submit two applications with DDOT. Much thanks to Erica Mongelli, Adrienne Chu, Johan Eideberg, and Veronica Weaver. The applications requested crossing guards for the intersection at Farragut and 13<sup>th</sup> as well as Farragut and Georgia. DDOT notes that requests are evaluated within 30 days. If no response is given by then, we should engage ANC Commissioner Maria Barry and make sure that Councilmember Todd is aware of our request so that he can follow up on our behalf.

### **Aftercare Enrichment**

Following the September PSCO meeting, an aftercare enrichment committee formed to research opportunities for better programming during aftercare for the 80-90 participating students. Tiffani Johnson previewed a survey that will be sent out through survey monkey to get a sense of parents' interest in three aftercare enrichment programs – music, karate, and yoga. The survey should be out some time next week, and the hope is to pilot at least one of the three new options beginning in November. There is a cost associated with the three options, and the committee is working with the PSCO officers to ensure that aftercare families interested in participating will be able to do so without the cost being a factor. There will be another committee meeting

scheduled for next week. If you are interested in participating, please contact Tiffani Johnson at [nisa655@gmail.com](mailto:nisa655@gmail.com)

Additionally, Jeannine Gallegos has been working with Mr. Rushing, West's Spanish teacher, on his availability to teach Spanish to Kindergarten and 1<sup>st</sup> grade students during aftercare. They have just worked out that starting next week, Mr. Rushing will do an hour of Spanish on Tuesdays during the 3:30-6:00pm aftercare slot for Kindergarten and an hour for 1<sup>st</sup> graders in aftercare on Thursday.

**Nat Gillespie brought a motion to the group that the PSCO provide \$350 for the purchase of 4 additional bikes and helmets for use during aftercare.** The motion was seconded by Jess Marcella, and the motion passed by unanimous voice vote. Johan Eideberg and Veronica Weaver will coordinate the purchase with Lisa Jackson.

Principal Vroman raised that Ms. Cole found a "stock market game" that allows players to simulate trading in the stock market. She created an account for use during aftercare. The game is targeted for students in 4<sup>th</sup> grade and higher. The PSCO has funds to support prizes such as coupons for pizza.

### **Christmas Tree Sale**

Nat Gillespie mentioned that we have put in the order through Annie's Ace Hardware for 200 Christmas trees and 50 wreaths. We'll start getting organized in November, including soliciting volunteers. Right now, we are tentatively scheduled to do the sale on either Saturday, November 28 or Sunday, November 29 as well as Saturday, December 5 and Sunday December 6.

One potential recruitment event timed with the Christmas tree sale might be Cocoa and Conversation with Principal Vroman for prospective families. We could sell hot chocolate.

### **Wrap Up**

Thanks to all who were able to attend. The next PSCO meeting is slated for Thursday, November 19 at 9:00am.

Minutes from PSCO Aftercare Enrichment Committee Meeting  
Nov. 9, 2015

Attendees: Kip Eideberg, Tracey Gronniger, Veronica Weaver, Pearl Joseph, Lisa Jackson, Sara Markle-Elder, Josh Hertzberg, Carmen Tull, Jeannine Gallegos, Jessica Marcella, Ms. Shandha Louis

Briefly, those present at this meeting decided the following:

- The enrichment programs will be open to all students. At this point, it does not appear necessary to open enrollment first to current aftercare students.
- We will initially focus on programs for students in Pre-K through second grade, as aftercare programs for students in grades 3 through 8 already exist at West (Common Threads, Jump Start, Girls on the Run, Spanish Club, etc). The programs will be available for the older students, but the focus is on programming for the younger students.
- The group discussed equity in the use of general PSCO funds. Since the program is available to all West students and a strong aftercare program is a benefit overall to the school and enrollment, it is appropriate for the PSCO to contribute to funding scholarships for any families that need assistance to participate. The PSCO general budget will provide \$500 to ensure that scholarships are available for those who need it at the start. The committee will look into creating new fundraisers and/or applying for new grants to ensure that scholarships can be provided in the future.
- Financial assistance will be provided to those in need. The registration forms will be sent to all West households. Parents will be asked if they would be willing to make a donation for those in need of aftercare scholarships. All financial assistance determination will be handled by the school to ensure privacy.
- Enrollment in the programs will be by month or by the period determined by the three current providers (Twist and Turns Yoga, Kaizen Karate, Academics and Music).
- Tracey will draft the registration form and provide it to Lisa. It may be possible to start yoga classes in December. The other classes will start in January.

## Minutes from PSCO Meeting—November 19, 2015

Present: Joshua Hertzberg, Billie Thomas, Adrienne Chu, Sara Markle-Elder, Tenina Reeves, Shrilinda Bullock, Annie Hall, Jess Marcella

**Next meeting is Dec. 17 from 6:00 to 7:00 in the Library.**

1. The treasurer's report was postponed.
2. **Holiday tree sale:** Assistance is needed on the following dates
  - Tuesday, Nov. 24—trees delivered from the vendor
  - Sales on **Sunday, Nov. 29, Saturday, Dec. 5, and Sunday, Dec. 6, 10:00 am to 4:00 pm**

Your support of the tree sale is much appreciated and will benefit student programs at West. Please contact Nat Gillespie at 202-213-9876 or [ngillespie16@gmail.com](mailto:ngillespie16@gmail.com) for more information.

3. **Holiday Potluck and Winter SEM and Dance Showcase:** The potluck will Dec. 16 at 5:30 followed by dance performances and SEM demonstrations. Please contact Sara Markle-Elder ([sarame@mindspring.com](mailto:sarame@mindspring.com)) if you are available to assist with the potluck.
4. **Book Fair and Family Reading Night:** If you are interested in serving on this committee, please contact Nat or Sara Markle-Elder. The annual book fair is held during Read Across America Week, Feb. 29 to March 4. Family Reading Night will be March 3.
5. **Class directories:** The directories are now at the printer and will go out in the Wednesday folders next week or the following week.
6. **Outreach:** Volunteers who are willing to talk about their children's experiences at West are needed for EdFest, an exhibition where all DCPS and charter schools can have a table to promote their school. **EdFest will be held on Saturday, Dec. 12 from 11:00 am to 3:00 pm** at the DC Armory, 2001 East Capitol Street, SE, DC. We will also need volunteers **for West open houses held after the holidays (Jan. 25, 9:00 am; Feb. 26, 9:00 am, March 14, 5:30 pm).**

Principal Vroman will also be on hand during the tree sale on Nov. 29 to talk with prospective families shopping for a tree.

7. **Aftercare Enrichment:** The aftercare committee met on Nov. 9. Enrollment will begin soon and will be open to all students, not just those currently in aftercare. The focus will be on providing programming to students in PK-3 through 2<sup>nd</sup> grade, as programs for older students are already in place. Instruction will be provided from 3:30 to 4:30 and will group students in two-year age ranges. Yoga instruction may begin as early as December. Karate and music instruction will begin in January. The PSCO will provide \$500 for scholarships so all interested students can participate. The committee will pursue additional fundraisers, possibly a silent auction.

8. **Crossing Guard Needs:** Adrienne Chu reported that she and a committee contacted the DC Department of Transportation about getting crossing guards at 13<sup>th</sup> and Farragut and Farragut and Georgia. She and other parents have experienced difficulties crossing those intersections. She was told there are no crossing guards available for 13<sup>th</sup> and Farragut and got no response to the request for Farragut and Georgia. The group discussed possible strategies for a campaign and recommended that the committee appeal for help to the ANC Commissioners for West and those intersections. Ideas for the campaign included using online and/or traditional petitions, as well as social media activism. Please contact Adrienne Chu at [adrienne.spain@gmail.com](mailto:adrienne.spain@gmail.com) if you are interested in assisting on this project.
  
9. **Principal Vroman's Update:** She will hold home visits with families who may not be able to come into the school for meetings. Please contact her if you are interested in a home visit.
  
10. **West Swag and Sales:** Ordering additional swag (fake tattoos, window clings) was discussed. Annie Hall volunteered to coordinate monthly tee-shirt and sweatshirt sales.

## Minutes from PSCO Meeting on Feb. 18

Present: Nat Gillespie, Annie Hall, Jess Marcella, Sara Markle-Elder, Principle Vroman, Erica Mongelli, Veronica Weaver, Lisa Jackson, TeKasha Brother (?)

1. Treasurer's Report: We have \$19,735 in the account. The scholarship fund has now been closed—money transferred to the recipients' father. The Christmas tree sale brought in \$5474 in profits and the new aftercare program has brought in \$1018 in payments which will be redirected to the providers.

Discussion on use of the money from the tree sale included the subscription for ST Math for next year (we have one year free via DCPS) and additional technology for the classes that have less.

2. Election Day Sale: June 14 (DC Primary) We will need volunteers and a coordinator to staff a stand. It's an easy fundraiser and a good way to engage the community.
3. Aftercare: Ms. Louis was not present, but will be consulted on how things are going. There is still interest in scholarships for music and in using the contributions for getting more bikes for EC for use in aftercare.
4. New sign: the new sign had been installed, but the wiring was still being completed.
5. Garden: Nat reported that we have a new grant. Ms. Mayfield has engaged several classes in the gardening program. There will be a tree planting March 16 (with 6 free trees—Casey Trees?). There will be a work day in April. We have applied for? Or gotten a \$2000 grant for garden supplies and for work trips to DC and MD farms.
6. Crossing Guard: It was agreed that we need to engage the ANC rep on this. We discussed the question about whether we could apply for an ANC grant to pay for a crossing guard.

Outreach/Open Houses: Open houses to be held Feb. 26 and March 14. We discussed the need to have an internal open house to reach out to current families. Date discussed, but I don't have that information, don't think it was set. We discussed getting more publicity photos.

We discussed holding EC playdates and an Egg Hunt. Jess volunteered to coordinate.

Ms. Vroman reported that the enrollment goal for next year is 308? West has 200 applicants in the lottery. 76 ranked West as their first choice. 30 West families entered the lottery.

7. Goal Setting Night: This was an opportunity to inform parents on middle of the year testing. 75 percent of the kids are at the end of the year goal for math. Ms. Vroman attributes some of this success ST Math (the license costs \$20 per student each year.) We discussed seeking a similar online reading program which would have a comparable cost.

Ms. Vroman shared a flyer that describes West's 2014-2015 PARCC results. Our students outperformed students at all other Ward 4 schools other than Lafayette.

8. Vex Robotics—3<sup>rd</sup>-8<sup>th</sup> grades –don't remember the details on whether we have won this program from Lockheed Martin.
9. Book fair/Family Reading Night: We briefly discussed needing to find more volunteers.
10. Renovation campaign: We discussed the March 19 Meet and Greet for David Grosso.
11. Spring Dance: We discussed the date, but I don't have the correct date. Field Day is June 3. June 10 is the last day of school. We decided to postpone having the Outdoor Movie Night until September—it will be getting dark at the correct time.

## PSCO Meeting Minutes, March 17, 2016

1. **Summary: Volunteers are needed for the following:**
  - a. *Admitted Scholars Day, April 11:* Volunteers who can answer questions for new families are needed and someone to sell West t-shirts.
  - b. *Gardening Day, April 16:* Come help beautify our campus.
  - c. *Teacher Appreciation Week, May 2-6:* We need a small committee.
  - d. *Spring Dance, June 10:* Committee members needed for the younger students' dance
  - e. *Election bake sale, June 14:* staffing and baked good donations are needed
  - f. *Early Childhood Summer Playdates: June 25, July 23, Aug. 6*

2. **Treasurer's Report:** Our current balance is \$16,987. We had outlays for the afterschool program, the book fair, marketing materials, the basketball team celebration, and gym supplies, totaling \$6717. Income after outlays for the month totaled \$1,018, including \$968 profit from the book fair, \$410 from the annual change drive, and \$718 from afterschool program enrollments.

We have paid the majority of the bill to the Afterschool providers, \$4396. There is a shortfall of \$339.50, which is within the budgeted \$500 for scholarships. We are awaiting a final bill from one provider.

3. **Scholastic Book Fair and Family Reading Night:** The event was profitable and successful. More volunteers will be needed for next year. Thanks to Rebecca Hertzberg and Tiffany Posey for leading the projects.
4. **Afterschool Program:** People have been pleased with the karate and yoga classes. Yoga ended on March 17 and karate ends in mid-April. Yoga will run again, along with flag football. We discussed holding only one program at a time in the future and whether dividing the classes more by age would be helpful. See the Treasurer's Report above for the financial aspects of the program.
5. **Gardening Program:** Nat Gillespie reported that we were awarded the City Blossoms grant of \$11,200. This will pay for Ms. Mayfield's salary to coordinate, for garden workdays, six workshops for several classes. He will find out if the money could be used during the afterschool program. It will pay for another pollinator garden. We also received a grant from Casey Trees for six trees, worth \$1200. Nat is seeking additional landscaping grants. **Gardening Day is April 16.**
6. **Outdoor Fitness Event:** We discussed holding an outdoor event as free community event. Ward Four Councilmember Brandon Todd held one last summer at Roosevelt. \_\_\_\_\_

volunteered to ask his office if they would be willing to hold it at West and to make it accessible for kids and adults.

**7. Outreach:**

**Admitted Scholars Day, April 11, 9:00 am:** This is an event for new families to bring in the enrollment paperwork and to learn more about West. We need parent volunteers to attend. Contact Ms. Vroman if you can assist. We discussed having t-shirts and swag to sell/give to new families. Volunteers will be needed for t-shirt sales.

**New Family Orientations:** Staff are coordinating these events. We discussed having t-shirts and swag to sell/give to new families. A volunteer will be needed for t-shirt sales.

May 12, 5:30 pm

June 30, 5:30 pm

Aug. 6, 9:30 am

**Early Childhood Summer Play Dates:** Dates are **June 25, July 23, August 6, all at 10:00 am.** Locations TBA. PK 3 and 4 families are the targeted population, but students up to 1<sup>st</sup>/2<sup>nd</sup> grade? will be invited, as parents of older students can answer questions also. Parents coordinating this are \_\_\_\_.

**8. Enrollment and Re-Enrollment:** Ms. Vroman reported that enrollment is going well. We have over 300 applications. West is only projected to have 314 students and we are already at 310.

Re-enrollment begins on April 1 and runs through April. Ms. Vroman has designed incentives for students (an extra free dress day), for parents (date night—aka-2 extra hours of aftercare), and an incentive for teachers.

**9. Spirit Week events?**

**10. Budget:** Ms. Vroman reported that West will not lose any staff and will be adding a Dean of Students through a grant from the Flamboyant Foundation. The Dean of Students will focus on family engagement, which has been shown to raise student achievement. One of the goals of engaging families is to help families understand testing data.

Lockheed Martin has awarded grant money to DCPS for robotics programs.

**11. ST Math:** Ms. Vroman attributes some of West's students improvements in math to ST Math. DCPS provided the program for free to schools this year. West will need assistance from the PSCO to cover the cost next year. (We will ask an individual donor?)

We also discussed wanting to find and pay for a similar language arts online program. Ms. Vroman mentioned Alexia and is still looking at other providers.

12. **Renovation Campaign:** Josh Hertzberg reported that the Mayor's budget will come out at the end of March. DC Council will hold hearings on April 14 at 10:00 am and 5:00 pm. Ms. Vroman will identify two student government representatives to testify. Tiffani Johnson volunteered to help prepare the students. Lisa Jackson agreed to find out which list was longer.
13. **Teacher Appreciation Week: May 2—6:** We need a committee to coordinate this. We discussed mostly replicating the projects from last year. Mossi Tull agreed to coordinate the Happy Hour for staff. Sara Markle-Elder agreed to send out a notice asking for volunteers. We discussed having note paper for students to write notes to their teachers and flowers for students to be able to purchase.
14. **Spring Dance, June 10:** After some discussion of how to make the Spring Dance fun for the older students as well as the youngest, we decided to have two times. The Spring Dance for students from PK-3 to grade 4 will have their dance from 5:30 to 7:00. Students from grades 5 through 8 will have theirs from 7:00 to 9:00. The Student Government Association can take the lead in designing the event for the older students. The parent coordinator is \_\_\_\_\_. Volunteers are needed.
15. **Election Bake Sale: The DC primary is on June 14.** Holding a bake sale is an easy and effective way to raise money and raise our profile with the neighborhood. Lisa Jackson agreed to coordinate and Tiffani Johnson and Mossi Tull agreed to assist. More volunteers will be needed to provide baked goods and to staff the booth. A sign-up list needs to be posted. If you are willing to donate baked goods, please wrap them individually in plastic wrap or in small bags.