

April 8, 2025 PTA Meeting Westmore Elementary School

Minutes are considered a high-level overview of the meeting.

For more information on any specific topic, please ask PTA officers.

The Westmore Elementary School PTA met on April 8, 2025. The meeting was called to order at 6:33 p.m. About 14 people were in attendance in person.

Consent Agenda

Minutes from February 11 PTA Meeting ([Appendix A](#))

Treasurer's Report: Opening balance of \$32,732.99 and closing balance of \$32,285.44. Receipts include restaurant nights and spiritwear (total \$720.60). Disbursements include classroom support, field trips, and staff appreciation week (total \$1,168.15). The difference is \$447.55.

Kris Castaldi motioned to approve the consent agenda as it stands. Taryn Mueller seconded the motion. This was approved.

Principal's Report

Mr. Dart shared that in March, students had 5,000 more reading steps compared to last year. One Book, One School is now over and participation was excellent. IAR took place before spring break for 3rd-5th graders. Field trips are in full swing for each grade. The quarter ended on March 21. There's an open house on April 23 from 4:30 to 6 p.m. with some interactive experiences throughout the school. Miss Silhavy introduced herself as well.

Reading Garden Update

Mrs. Cook and Mrs. Eichholz shared about Student Council and updates on the reading garden. The next phase will include a reading garden walking path with mulch, steppingstones, etc. Student Council will present a Google slideshow to Mrs. Cook. They are looking for PTA support for the walking path.

Collecting plastic: Westmore is about 400 pounds short of being able to get a bench. All of the plastic needs to be turned in by mid-August. If we could get 100 pounds per month, we could make it. Shrink wrap and bubble wrap are heavier types of plastic that would help.

Committee Planning

Nominating Committee: Taylor Thinnies reported that Alison Hitzker is nominated for secretary and Adriana Rodriguez is nominated for treasurer. There will be a vote at the meeting in May.

Family Game Night: Ande Ngola reported that family game night is Thursday, April 10. There will be games, puzzles, and snacks. It is 6:30-8 p.m.

Staff Appreciation Week: Kendra Risley reported that there will be a yellow brick road with notes or drawings from the students. There are PTA thank you notes created by the students to give to those who donate later. A SignUp Genius will be created for gift cards and food soon. There will be massages by PTs, raffles, etc. Staff Appreciation Week is May 5-9.

Summer Bash: Taylor Thinnies reported that there is one final planning meeting before the event. This will be May 9, 4:30-6:30 p.m. There will be games, libraries, Morton Arboretum, BBQ food truck, community officer, a book fair, kid business cards, rock painting, etc.

5th Grade Committee: Kris Castaldi reported that all the major things are done. All classes are doing black light art. Budget wise, the committee is doing fun. The SignUp Genius is filling up, and they are receiving donations.

Safety Patrol: There is a dine and donate on April 9 at Righteous Kitchen to support safety patrol.

New Business

- **Code of Conduct:** Ande Ngola reported that Taylor Thinnies created the new Code of Conduct for Westmore. There will be a vote at the May PTA meeting to approve this new Code of Conduct for the next school year. Every person joining the PTA will sign this online. ***See the next few pages to read the new Code of Conduct.***
- **Planning for Class Picnics:** Mr. Dart shared that here's working on getting volunteers for the picnics and plans are being worked on. The picnics for each grade level will be different days.
- **Volunteers for Kindergarten Roundup on May 13:** Ande Ngola shared that this event will be May 13, 5:30-6:30 p.m. PTA is looking for volunteers to help sell spiritwear. PTA will share a year-end summary at the event and a volunteer sign-up with some committee information.

The meeting was adjourned at 7:36 p.m. The next meeting is scheduled for May 13 at 6:30 p.m.

-end-

Westmore PTA Code of Conduct

Introduction

This Code of Conduct reflects the shared values of the Westmore PTA—honesty, respect, responsibility, fairness, and compassion—and underscores our collective commitment to our children. By becoming a member of the PTA and signing this document, you agree to the following;

1. Professionalism

- Uphold professionalism in all interactions with staff, students, and volunteers.
- Handle disagreements respectfully, maintaining a calm and cooperative demeanor.

2. Commitment

- Fulfill assigned responsibilities promptly and reliably.

3. Teamwork

- Foster a collaborative environment among PTA members and volunteers.
- Offer encouragement and support to fellow members in their roles.

4. Accountability

- Share ideas openly and take responsibility for PTA-sponsored events and activities.
- PTA members must carry out duties with integrity, disclosing any conflicts of interest involving PTA issues, decisions, or funds.
- Ensure the PTA's federal tax-exempt status is used only for authorized purposes.
- Use PTA funds exclusively for budgeted programs, projects, and activities.
- Donations collected in the PTA's name are PTA property and must be cataloged and managed by the PTA Treasurer.

5. Respect

- Treat everyone with respect, regardless of differing opinions or backgrounds.
- Avoid all forms of discrimination, harassment, or aggressive behavior toward parents, guardians, staff, students, or volunteers.
- Demonstrate courtesy and consideration at all times in PTA events and meetings.

6. Safety

- Make safety a priority during all PTA events and activities.

7. Personal Gain

- Avoid personal material or financial gain through PTA involvement.
- Document expenses and seek reimbursement in line with established procedures.
- Decline substantial gifts or hospitality intended for personal use.
- Use PTA resources responsibly and only with authorization.

8. Amending the Code of Conduct

- Proposed changes to the Code of Conduct must be submitted in writing and presented at a PTA meeting.
- Votes on changes will follow normal Westmore PTA voting bylaws.
- Approved changes will take effect in the following school year and will be reflected in the updated Code of Conduct.

9. Accepting the Code of Conduct

- All members must sign the Code of Conduct as a condition of joining the PTA, ensuring alignment with the organization's values and community standards.
- Failure to comply with the Code of Conduct may result in loss of volunteer or chair privileges.
- Reports of non-compliance will be reviewed by the PTA Executive committee which may result in volunteer eligibility being revoked.
- Retaliation against individuals reporting non-compliance will not be tolerated.

By fostering a shared commitment to these principles, the Westmore PTA aims to create a positive and effective environment for advancing the well-being of all children, building a supportive community, and promoting collaboration among parents, educators, and volunteers to achieve shared goals.