

P.T.O. Meeting Minutes

May 9, 2014

Starting Time: 2:00 pm

Board Members Present: Jillanne Conelias, Heather Harris and Shelly Steiner

Others Present : Carrie Montague, Christine Shaklik, Yazzie Bruss

Minutes submitted by Shelly Steiner.

1. **April's P.T.O Meeting.** Nobody showed up for the April P.T.O meeting but for the P.T.O board members, so the meeting was cancelled.
2. **Financial Report.** Available on P.T.O. website.
3. **New Business.**
 - a. **Allocation of P.T.O Funds.**
 - i. Three teachers have been testing the mimio's and feedback is very positive. Heather will reach out to the teachers to send out an email to all the teachers to get a list of teachers who would like a mimio in their classroom.
 - ii. Other funding discussions centered around mounting the overhead projectors for the entire second floor and painting murals in the Willis Lobby and gym.
 - b. **2014-2015 P.T.O Board.** Nominations for 2014-2015 P.T.O Board are being accepted through May 9, 2014.
4. **Upcoming Events.**
 - a. **Field Day.** Event date is Friday, May 16, 2014. Sign up to volunteer on the P.T.O website via signupgenius.
5. **Suggestions.**
 - a. **News.** It was suggested that the P.T.O contact the Observer and other news outlets to showcase Willis events.
6. **Volunteers Needed.**
 - a. **Volunteer Form.** Volunteers need to fill out a volunteer form found at the P.T.O. website or at the front desk every year.
 - b. **Help for PE.** Help is needed from 2 – 2:30 pm daily. Information on the P.T.O. website.
 - c. **Help for the Media Center.** Help is needed for in the media center. Information is on the P.T.O. website.
 - d. **Popcorn for Teachers.** Help is needed on Wednesday mornings. Information is on the P.T.O. website.
 - e. **Help in the Cafeteria.** Help is needed in the cafeteria. Speak with Jeff, the cafeteria manager.
7. **Communication Options.**
 - a. P.T.O. website. www.williselementaryP.T.O.com.
 - b. Willis Parent Communication Group. williselementaryP.T.O@yahoo.com.
 - c. Facebook.

8. **Calendar of Events.** A list of events was provided. Please refer to the P.T.O. website.