P.T.O. Meeting Minutes

February 7, 2014

Starting Time: 2:00 pm

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

Others Present: Jennifer Hunn, Deborah Hossenloop, Brittany Alicea, Tricia Eckstrom, Carrie Montague

Minutes submitted by Shelly Steiner.

1. **Report November – January Events:**
	1. **Financial Report.** Available on P.T.O. website.
	2. **Spirit Nights.** Results of Spirit Nights were presented and evaluated. It was suggested that the P.T.O. limit the number of Spirit Nights.
	3. **Box Tops.** YTD Box Top receipts are $1,864. There are two more collection dates this school year.
	4. **Holiday Fair**. Feedback received on the Holiday Fair was that the event was successful for vendors and the community. It was recommended to have more teachers at the dunk tank.
2. **New Business.**
	1. **Changing By-laws**. A vote will be taken at the next P.T.O. meeting to change the by-laws to contain a term of one year instead of two years for the officers.
	2. **Walk-a-Thon**.
		1. $20,000 was allocated to raise classroom projectors.
		2. T-shirts were distributed on 2/6/14.
	3. **New Friday Bling Shirts**. New shirts are for sale with rhinestones and bling.
3. **Upcoming Events.**
	1. **Gecko Gala.**
		1. Event date is Saturday, March 8, 2014 at the Lake Club Clubhouse.
		2. Proceeds will go towards a pilot program for interactive whiteboards and hand held devices. The P.T.O. will work to move forward with this pilot program.
4. **Old Business Reminders.**
	1. **Bricks.** Brick forms are at the front desk or the P.T.O. website and are due February 20.
	2. **Incentive Programs**. Target card, Box Tops, Prang, Tyson labels, Campbell Soup labels are all due February 20.
	3. **Pie (Partners in Education).** PIE guidelines and form are found on P.T.O. website.
5. **Volunteers Needed.**
	1. **Volunteer Form**. Volunteers need to fill out a volunteer form found at the P.T.O. website or at the front desk every year.
	2. **Help for PE**. Help is still needed from 2 – 2:30 pm daily. Information is on the P.T.O. website.
	3. **Help for the Media Center**. Help is needed for in the media center. Information is on the P.T.O. website.
	4. **Popcorn for Teachers**. Help is needed on Wednesday mornings. Information is on the P.T.O. website.
	5. **Help in the Cafeteria**. Help is needed in the cafeteria. Speak with Jeff, the cafeteria manager.
6. **Communication Options.**
	1. P.T.O. website. www.williselementaryP.T.O..com.
	2. Willis Parent Communication Group. williselementaryP.T.O.@yahoo.com.
	3. Facebook.
7. **Calendar of Events.** A list of events was provided. Please refer to the P.T.O. website.
8. **Next P.T.O. Meeting.** The next P.T.O meeting will be at 2:00 pm on March 7, 2014 in the Willis cafetorium.

The meeting adjourned at 2:50 pm.