

# WILLOW CREEK ELEMENTARY PTO BOARD MEETING MINUTES

## FRIDAY, JANUARY 12, 2024

Lacie Housel opened the meeting at 12:04PM

### I. Opening Remarks - Lacie Housel

- a. Lacie welcomed everyone.

### II. December Minutes - Sara Marion

- a. Sara reviewed the December meeting minutes.
- b. Jenny McKee motioned to approve, Raquel Janak seconded. Minutes approved.

### III. Budget - Kelsey Light

- a. Kelsey went over December budget's income and expenses. She answered questions on the budget around Run Wild Sponsor donations.
- b. Brittany Taylor motioned to approve. Helen Vo seconded; budget approved.

### IV. Principal Notes - Teresa Sullivan, Principal

- a. Mrs. Sullivan advised Junior Achievement date requests (K & 2<sup>nd</sup> - after spring break, 1<sup>st</sup> in April 3<sup>rd</sup> not in one day, 4<sup>th</sup> grade in a day after STARR).
- b. Spoke about Chinese New Year celebration. Advised front hallways will be decorated. Each child will get a red envelope with \$50 gold cat cash. Cafeteria will have dragon ice-ees at lunch. Staff/Kids to wear red. Possible lunch for teachers? Possibly to add Cultural Arts budget line item in future.
- c. Field Trips: In the process of confirming dates. Time Machine is no longer. 4<sup>th</sup> grade would like to take that money + field trip money to charter a bus to San Jacinto Monument or Washington on the Brazos. Texas Time Machine budget item move to 4<sup>th</sup> grade field trip. Mrs. Sullivan will check with the district on this trip.
- d. Pep Rally – Amanda is in charge of it.
- e. Superintendent Fun Run: Saturday April 13<sup>th</sup>. Run Club is going with group T-shirts. The campus with most participation gets a monetary reward.
- f. Blended learning showcase on January 18<sup>th</sup>. Specific to literacy and highlight classroom learning activities.
- g. 4<sup>th</sup> grade step up: need to touch base with chairperson. Jenny Aday advised it may be done on campus during day. Need to discuss budget for the event and how to stay within budget without asking for donations.
- h. New Staff Members in developmental classroom: Corey Clarkson (K&1<sup>st</sup>). Dominique Wichnewsky (paraprofessional)
- i. Advised that she is still working on marquee and fob quotes. Marquee is verbally quoted at \$60k, waiting for written quotes.

### V. Run Wild at the Creek – Jenny Aday & Becky Wilson

- a. Jenny Aday: Advised that date is March 7, 2024. Foam Party theme. Two cannons during the daytime. They arrive at 8am and will be all day. The idea is to have two spraying stations. As laps are calculated, there will be a foam mosh pit in the middle of track. Tally laps by HRP possibly. Posters will be the same: plain or pre-designed. Everyone will get a shirt (students and teachers). Same volunteer setup. Field day should coincide with the event.

- b. Incentives: switch focus to switch teacher prizes to 100% student signup on site versus \$1,000 goal. Discussed how to incentivize the students as well. Possibly teacher passes or cat cash. Visual aids to help kids see where they are compared to other grades. Pie in the face for Mrs. Sullivan for top fundraisers of each grade. 100% sign up = Recess & popsicles and Class Goal = special lunch. Dallas Scarpetta to help volunteer for event.
- c. Pep rally: Feb 15th

**VI. Home Room Parent - Jennifer Barron, Jenny McKee**

- a. Jenny McKee advised that holiday parties went great. They are pricing options for Valentine's Day Parties. V-day is teacher led. Looking at treat options. Will send email out to HRP about signups for drinks for kids, possibly a snack.
- b. Advised cupcake pricing from holiday party doesn't match original quote. Need to investigate it. Kelsey advised that 85dz were charged per receipt. Will investigate with Kroger

**VII. Teacher Appreciation - Raquel Janak, Gina Adams**

- a. Raquel and Gina advised soup and salad are scheduled for Feb 8<sup>th</sup>. January newsletter had the first QR code for Souper Bowl signups.

**VIII. Spirit Night – Cortney Jurek & Lacie Housel**

- a. Cortney advised Willie's Icehouse cut the check and it was mailed.
- b. Next Spirit Nights:
  - i. Dynamo Spirit Night possible dates: April or May. Deposit needed for early bird pricing. Could possibly move down a level as well.
  - ii. CFA earned \$300.
- c. Volunteer needed for the remainder of the year.

**IX. Junior Achievement – Deborah Schramm**

- a. Covered during Principal notes, but scheduled training to be after Spring Break, Wednesday March 26<sup>th</sup> at 9:00AM

**X. 2024-2025 PTO Nomination Forms – Lacie Housel**

- a. Nominations forms will go out in February per bylaws.

**XI. Cultural Arts**

- a. Lion Dance – Helen Vo found a vendor that can do back-to-back shows. Went over details of what the day could look like. 10-15 performers and 30-minute performances but times can be adjusted. Feb 9<sup>th</sup>: 1:50 – 2:20PM & 2:30PM – 3:00PM. Feed the dragon contest idea where one child from each grade wins a chance to feed the dragon.
- b. Toro – on waitlist to be notified as soon as it opens for nominations

Meeting Adjourned at 1:14PM

**Next Meeting:** Friday, February 2, 2024

**January Attendees:** Sara Marion, Lacie Housel, Kelsey Light, Cortney Jurek, Gina Thornton, Raquel Janak, Teresa Sullivan, Deborah Schramm, Helen Vo, Jenny Aday, Brittany Taylor, Krysten Chovanec, Laura Law, Tina Vincent, Jenny McKee, Sandi Thomas