



WILLOW CREEK ELEMENTARY

PTO Board Meeting Minutes September 3, 2021 @ 12pm

Meeting called to order at 12:08pm.

Opening Remarks/Introductions – Lacie Housel

May Minutes/Vote – presented by Michelle Parr

Motion to approve – Becky Wilson, 2nd by Kelsey Light

Proposed 2020-2021 Budget/Vote – presented by Kelsey Light

Motion to approve – Becky Wilson, 2nd by Crystal Dougherty

Cash Handling Procedures – Kelsey Light

- Use sales tax exemption form if buying anything for the school
- Use forms if using PTO debit card or getting reimbursed – only purchase items relevant to PTO event (not personal items) and attach receipts
- Expenses must be pre-approved by PTO Committee member

Principal Notes – Teresa Sullivan

- Let's focus on the things we can do – not what we can't do!
- Watch D.O.G.S info will be out soon – dads can come and volunteer one day on campus (help with recess, lunch, time in child's classroom, etc.). Sign ups will go out in the Wednesday Wildcat Tales.
- First Open House last night with Kindergarten parents – lower turnout than usual (about 60 parents)
- Will continue with Spirit Nights – families can gather at different restaurants
- You can volunteer in the library (contact Sally Dare) or in the workroom
- Will have UIL & Destination Imagination team this year (some clubs will be postponed until Spring)
- Our goal is still to have grade level programs this year
- Substitutes needed! Contact Mrs. Sullivan if interested.
- There have been issues with Transportation – they're short at the District level, drivers, custodians, etc. They're working on getting the kinks out – it shouldn't take much longer!
- Receiving a Covid positive letter means your child was in class with someone who tested Covid positive.
- Accelerated Reader (AR) – PTO has donated \$900 toward this in the past. The district is now no longer covering the cost so the campus must (the quote for AR this year is ~\$3,500). The library will cover \$1,000 and the campus may cover \$1,000. PTO may need to fund more this year. Sandra Blair approved to increase the PTO budget to \$2,500 to cover the rest of AR this year.



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Decided to include the \$2,500 in the \$10,000 end of year donation. Putting \$2,500 in budget going forward to cover AR for 2nd, 3rd, & 4th grades.

- Education Foundation Grant – Jessica Tuttle & Gina Cox applied for it to get the greenhouse that's outside the PTO building. They would like picnic tables with it. Also, more picnic tables under canopies have been requested. Also a canopy by the car riders and water bottle filling stations.
- Staff loved the treats & drinks at the beginning of the year!
- Wednesday Wildcat Tales – let us know if you're not getting it! It's also posted on the PTO facebook page.

End of Year (2020-2021) Donation – Lacie Housel

- Donations for:
 - Picnic tables (~\$6,000)
 - Water stations (~\$7,500)
 - AR (\$2,500)
 - Classroom supplies (\$5,000)

Boo Bash – Jenny Aday (Amanda Bass & Kristy McCoy couldn't attend)

- Can't do a Fall gathering on campus this Fall
- Can sell spooky grams (every child gets one), grade level baskets (need a volunteer to set up the wish lists), silent auction, teacher experiences, Halloween story time by someone dressed up as a witch (need a volunteer for this), pumpkin decorating
- Still doing book fair!

Home Room Parent – Lacie Housel (Lacye Rials couldn't attend)

- Sign up online for PTO & Homeroom Parent as well as \$5 donation
- 3 class parties (still on hold for now whether parents can attend)
 - Christmas Party
 - Valentine's Party – teachers want to lead this one
 - End of Year Party

Teacher Appreciation – Christi Pickard & Carissa Kennedy

- Did snacks in August
- America's ER will donate \$500 to cover November luncheon
- Waiting for Rudy's to get back with us for October – menus & prices have changed

Spirit Night – Lacie Housel

- Can't do pizza boxes at Marco's
- Marble Slab set up for half days (1-7pm)
- Juanita's the week of story time



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New Business – Lacie Housel

- Volunteer Coffee to get some new faces & tell them about volunteer opportunities available. 9:00am on Thursday, September 23rd. Dominique Rogers volunteered to organize this.
- 35 leftover yearbooks (discounted) are on the website

Attendance – Lacie Housel, Michelle Parr, Kelsey Light, Dominique Rogers, Sandra Blair, Shelley Boler, Marina Schlosberg, Becky Wilson, Carissa Kennedy, Jenny McKee, Christi Pickard, Lara Follett, Crystal Dougherty, Sandi Thomas, Raquel Janak, Cortney Jurek, Jenny Aday, Teresa Sullivan

Meeting adjourned at 1:12pm.

Next meeting is Friday, October 1 @ 12:00pm at WCES.