Willow Creek Elementary PTO Board Meeting Minutes

Friday, October 4, 2024

Cortney opened the meeting at 12:02 PM

1. **Opening Remarks & Introductions– Cortney Jurek**
	1. Cortney welcomed everyone. Thanked 4th grade parents for HoCo float participation.
2. **September Minutes - Sara Marion**
	1. Sara reviewed the September meeting minutes.
	2. Diana Galviz motioned to approve; Helen Vo seconded. Minutes approved.
3. **Budget – Laura Law**
	1. Laura went over September Financials.
	2. Spring Fundraiser expense was for deposit on foam
	3. Deborah Schramm motioned to approve. Helen Vo seconded. Sept. Budget approved.
	4. Cortney advised that the sign + electrical bid came in $65,000 and not $50,000 and PTO will not have enough to cover sign. There was discussion about the sign implementation as funding is not available for at least two years without donating to other items PTO typically pays for (field trips, websites, supplies, etc). From the attendees, it was voted to take the sign off the table due to expense.
	5. Laura stated that the 4th grade bench purchase would need to be a line item on the budget. Cortney advised again of the extra 4th grade party PTO line item was not spent and parents said that they wanted a bench. It was reiterated that this couldn’t happen going forward, money would have to be spent before July 1st. The bench would part of the end of year donation as playground refresh.
4. **Principal Notes - Teresa Sullivan, Principal**
	1. Mrs. Sullivan advised that Mrs. Hamilton applied for an Education Foundation Service Grant for service dog on campus. It will be on campus 2-3 times per week or used in a crisis. The grant is $5,000 but the dog is $8,000. The dog would live with Mrs. Hamilton. Asking PTO to consider the $3,000 difference if grant is received. All other expenses would be Mrs. Hamilton’s responsibility and not ongoing expense. Decision on grant will be received in Spring 2025.
	2. She advised that WCES is fully staffed.
	3. October events happening: Book Fair, field trip, red ribbon week, storybook parade, long weekend, and trunk or treat.
	4. Mrs. Sullivan provided for Rock the Block update. She said that we had over 70 kids there.
5. **Fall Fundraiser – Deborah Schramm, Helen Vo**
	1. Event with be October 26th from 5:00PM – 8:00PM.
	2. Deborah advised that they are looking at projecting live games to get more participation. They are still needing trunks. Currently at 16 trunks, hoping for 20 trunks. Sponsors are due by Oct . Still needing auction items. Auction is open Oct 21st – 28th. Dunk tank has 5 committed.
	3. Helen advised that expenses have been covered already with spooky grams. Showcased some of the spookygrams. Spirit tags will be handed out on Mondays.
	4. Volunteers are needed for concessions the night of. Also advised of wristband pre-sale for extra activities. Day of is $15 per wristband, no discounts.
6. **Home Room Parent - Jennifer Barron, Jenny McKee**
	1. Jennifer advised that parents have been picked and notifications have been sent.
7. **Teacher Appreciation - Raquel Janak, Gina Adams**
	1. Raquel advised that breakfast tacos would be this month.
8. **Spirit Night – Brittany Taylor**
	1. Cortney advised Red Robin spirit night was successful with great participation. She is also working on deposit for Dynamos spirit night.
	2. Brittany stated that Red Robin may be done again in Spring.
	3. Cortney advised Marcos and Sharkey’s will be coming up for spirit night at Trunk or Treat.
	4. Cortney also stated TMHS concessions is asking for volunteers. We would need 9 certified food service handlers for stands. These would be for playoff games. It would be a lottery system to see if we get chosen. There was enough interest to submit application.
9. **Yearbook/Cover Contest – Amy Breaux**
	1. Cortney advised that the contest is open. Deadline is Oct 25, 2024
10. **Newsletter – Lacie Housel**
	1. No updates at this time.
11. **Junior Achievement – Deborah Schramm**
	1. Deborah advised that she has nothing at this time as it will be held in Spring.
12. **Spring Fundraiser – Lacie Housel, Sandi Thomas, Krysten Chovanec**
	1. No updates at this time.
13. **New Business**
	1. No new business

Meeting Adjourned at 1:09PM

**Next Meeting:** Friday, November 1, 2024

**October Attendees:** Sara Marion, Laura Law, Jennifer Barron, Jenny McKee, Lacie Housel, Deborah Schramm, Raquel Janak, Brittany Taylor, Helen Vo, Krysten Chovanec, Teresa Sullivan, December Jones, Kelly Kinler, Diana Galaviz, Afnan Diab, Sandi Thomas, Val Yunts,