



Willett Elementary PTO Minutes

December 12, 2019

The meeting was called to order by Tim Quinn at 6:00 PM

In attendance

See Attendance List.

Minutes

✓ October 2019 Minutes Accepted

Officer's Reports:

A. President's Report

1. Welcome- Introductions
Katelyn Vivar- President (Absent)
Tim Quinn –Vice President
Jennifer Turner – Treasurer
Heather Perreira – Fundraising Coordinator (Absent)
Amanda Vose – Secretary
2. Open Position – 2020 – 2021 School Year
 - i. A. Secretary
 - ii. B. Second Fundraising Coordinator
3. Spirit Wear: Order arrived – if your order was not fulfilled or you would like to place an order please reach out to the PTO.

B. Vice President's Report

C. Treasurer's Report

1. See report

D. Fundraising Coordinator

1. Yankee Candle - \$2,567.00
2. Restaurant Night \$125.00

E. Principal Report

1. Human Resources: New to Willett - Speech/Language Pathologist Assistant Michael Cook-Yoots; Long Term Substitute Lauren McDonnell in for Mrs. Cragan until the end of January.
2. Family and Community Engagement: Thank you for supporting pennies for pets and the food drive. Holiday Extravaganza was a huge success.
3. Professional Growth: We will begin targeted professional development with a focus on rubrics to go with performance based assessments in January.
4. Teaching and Learning: Report cards went home on Wednesday, December 11th. We are working on Willett Way incentives including lunch with families and the principal and potentially school store.

G. Motion to adjourn was made at 6:20 PM

Next Meeting January 9, 2020 at 6:00 PM