



## **Willett Elementary PTO Minutes**

December 13, 2018

The meeting was called to order by Katelyn Vivar at 6:05 PM

### **In attendance**

See Attendance List.

### **Minutes**

- ✓ November 2018 Minutes Accepted

### **Officer's Reports:**

#### **A. President's Report**

- i. Welcome- Introductions  
Katelyn Vivar- President  
Julie Friess –Vice President  
Jennifer Turner – Treasurer  
Melissa Slade – Fundraising Coordinator (Absent)  
Amanda Vose – Secretary
- ii. Available Positions on Board – Vice President, Fundraising Coordinators
- iii. New Spirit Wear 2019 – Available after winter break
- iv. Drop Off/Pick Up procedure will be changing in January 2019

#### **B. Vice President Report**

#### **C. Treasurer's Reports**

- 1. See Treasurers Report
- 2. Raised \$87.00 from Half Day Hat Day

#### **D. Fundraising Coordination**

- 1. Recap
  - ii. Moe's (11/14) – Raised \$30.00
- 1. Upcoming Fundraisers & Restaurant Nights
  - i. Five Below (12/14 – 12/22) Earn 10% on purchases with flyer
  - ii. Hong Kong (12/17) 30%
  - iii. Harlem Wizards Game (01/14/19) -

#### **E. Principal's Report**

- i. Human Resources: Grade 2 Teacher Kaitlin White has returned from Maternity Leave. Thank you Christina Alfieri for a job well done. Grade 4 Teacher Ashley Carroll will return after the holidays. Thank you Lisa Hopkins for a job well done. ELL Paraprofessional Amanda Oliveira will be going out on Maternity Leave in early February. Her job has been posted for the remainder of the year.
- ii. Teaching and Learning: Grade K and 4 Kinder-Buddies began last week. DIBELS assessments will take place over the next two weeks. Round 2 of Makerspace Steam Challenge is now underway.

- iii. Family and Community Engagement: School Council is now underway. We are looking at progress on year 1 goals in the School Improvement Plan 2018-2020.
- iv. Professional Growth: Targeted Professional Development will begin in January. Our building based ILT is planning an eventful opening for staff.

**F. Subcommittee Reports**

- a. Recap Holiday Extravaganza – 12/01 – Raised Approx. \$900
- b. K-1 Reading Night – 12/14
- c. Spaghetti Supper – 01/26/19 – Sittings at 4:00, 5:30 and 7:00  
Tickets will be available soon

**G. Motion to adjourn was made at**

**Next Meeting**

January 10, 2019 at 6:35 PM