**Williamsburg Independent Parent Teacher Organization**

**PTO Minutes—December 12, 2017**

**Welcome from PTO President** Tammi Bird at 6:02

**Presentation of Minutes from November** submitted by Angela Dunn. There were no objections to the October Executive Board Minutes. Motion to approve submitted by Lisa Cain, seconded by Ginnie West

**Treasurer’s Report** submitted by Dominique Moses. PTO has a standing balance of $1528.30 presently. Report attached.

**Old Business**

By-law Changes Vote including combination of meetings. Suggestion and handout presented in October to combine the Executive Board Meeting and the Regular PTO Meeting. Voted to approve tonight Motion made by Ginnie West to accept changes as shown on attached Bylaw’s update and seconded by Lisa Cain. All in attendance agreed.

Attendance Incentives Update – It was brought to the PTO members attention that the Attendance Incentive Petty Cash has depleted funds previously set aside. Voting tonight to add $200 to the Attendance Incentive cash. Motion made by Lisa Cain, and seconded by Angela Dunn (myself).

Birthday Announcement Fundraiser Update – No totals at this time, but seems to be going well.

Prom Invites not permitted on LED sign – denied by administration.

Pizza Hut Bake Sale & Waiting Tables

* Final total amount raised: $188.91 in tips, $183.60 from sales
* Thank you to Shannon Barhman and her crew!!!
* January repeat – We are looking at a repeat in January will re-discuss at January meeting and plan for end of month.

Breakfast with Santa – Dec 16th

* Time: 9am-12pm. Volunteers needed 8 a.m. – 1 p.m.
* Donations: Williamsburg Alumni, Allen Steely, WIS Cafeteria, Emily Coleman, Ellison Funeral Home
* Cost: $5 per person or $20 cap for family
* Menu: Pancakes, sausage, milk/juice, butter, syrup
* WIS Cafeteria donating milk, juice, plates, utensils, mixing bowls, spatulas, spoons, napkins
* Count of griddles– Mr. Melton, Dr. Couch, Angela Dunn, Tammi Bird all donating the use of their griddles. Lisa Cain has volunteered to decorate the cafeteria and provide tablecloths as well as get volunteers.
* Emily is dropping off coloring station supplies, pancakes and sausage Friday, Dec 15th
* PTO decided to, not wrap books as to give the children a chance to pick their own.

**New Business**

More Attendance Incentive money needed – See above – voted to give an additional $200 at this time.

 \* Pizza Hut is going to work with PTO to come once a month for Reading Incentives, some examples are: Pizza Party, Glow your Mind party, Thriller Party, Scavenger Hunt. Shannon Barhman GM, of Pizza Hut will be coming to morning assembly in January to promote these incentives to the elementary school.

 Penny Wars – tentative date is January 16- February 2. Winners will be announced on February 5.

 New Members added tonight: Ginnie West, Carol Smith, and Shannon Barhman.

**Announcements**

Next Executive Board Meeting: January 9th, 2018, 6 p.m.

**Adjournment by** Lisa Cain and seconded by Joanna Mahan.