**Williamsburg Independent Parent Teacher Organization**

**Executive Board Minutes—December 12, 2017**

**Welcome from PTO President** Tammi Bird at 5:09 pm.

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

**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 – deferred to Regular Meeting beginning at 6:00pm, in order to have more members present.

Attendance Incentives Update -The Attendance Incentive Petty Cash has depleted its 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), during the Executive Board Meeting.

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 16

* 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
* 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.

 Explanation of Attendance Incentives- Weekly K-12 – each grade level that reaches 95% attendance or above for the week receives a popsicle or ice cream at lunch. In addition, each class earns a letter a day for each day 100% attendance is meet, when that class spells {E X C E L L E N C E} they win a pizza party.

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

 Joanna Mahan explained to the board members present about a program they have implemented at WISD and they hope to get parents and the community involved in.

 **PBIS – Positive Behavior Implementation System**. – Is a structured consecutive pattern of incidents uniform across K-6 with some deviation for age. Pamphlet came home to explain PBIS and allow for more community/ parent involvement and better communication between parents and school. Joanna will be posting on PTO Facebook page so we can share with other parents and community partners and try to reach more people.

**Announcements**

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

**Adjournment**