**Williamsburg Independent Parent Teacher Organization**

**Agenda—March 13, 2018**

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

**Presentation of Previous Month’s Minutes** from February 2018submitted by Angela Dunn. There were no objections to the minutes. Motion to approve submitted by Lisa Cain, seconded by Dominique Moses.

**Treasurer’s Report** submitted by Dominique Moses. PTO has a March balance of $1978.37 presently. Report attached. Motion to approve by Angela Dunn and seconded by Lisa Cain.

**Old Business**

Attendance Incentives Update – Month of March had 4 attendance parties. Good Job!

Birthday Announcement Fundraiser Update – $10 in March, but $175 since began in October 2017.

Penny Wars – Summary & Reward – Preschool won Penny Wars – reward was ice cream sundae party. This was a great success, as the preschool loved the ice cream party. PTO considering revamping Penny Wars for next year….some thoughts were to have it around March Madness (basketball) or around Saint Patrick’s Day.

Staff Appreciation Wrap Up (Feb 28) - Went well, everyone loved it. There were many thank you’s! PTO will need more help on cleanup for next time.

School Safety – KCSS Assessment, ALICE Training – Preliminary feedback on day of, Administration will get more in the weeks to come. *Positive feedback* included, separation of buses from car pickups, suicide prevention material, quarterly meetings on safety, sharing info. *Things to work on* included, morning/lunch/end of school congestion at school and at church.

**New Business**

School Safety– Door Stops bought, and paid for by Dr. Couch. Thank you, Dr. Couch!

- Administration is asking for two lock boxes for first responders to have a key, so they can get in school in the event of an emergency. Lisa motioned that school go ahead and order these, so can order tax exempt, and PTO will reimburse expenses of boxes and keys to be made & mounting up to $700. Angela seconded this motion.

Upcoming Officer Elections/Grade Level Representatives: An email sent out, as well as, creating a flyer to see who may want to be involved with the PTO for next year’s board. Several grade level reps will need replaced. Ideas to consider for next year’s PTO include looking at developing an orientation for parent reps, also asking for a rotation of teachers and a rotation of parent reps from each level at PTO meetings.

 Dominique - would like to stay in her current position.

Angela Dunn –wants to continue on PTO – will stay in current position or move to a different if someone else with more time wanted the recording secretary position.

Lisa Cain – wants to stay in current position.

Angie Bowlin – unknown at this time.

Tammi Bowman – wants to stay in current position.

 Senior Trip meal provided by PTO- Dominique made a motion that the PTO give the seniors going on the Senior Trip a $250 gift card for a meal during their Spring Break Trip. PTO has done this in the recent years and senior sponsors use this on the return trip, because many kids may exhaust their finances by the time they are returning home. All in attendance was in favor.

**Announcements**

Next Executive Board Meeting: April 10th, 2018, 6 p.m.

**Adjournment**

Motion made by Angela Dunn (me), seconded by Lisa Cain, agreed by all**.**