

Willis Elementary PTO Meeting Minutes
Tuesday, May 17, 2022, at 2:00 pm

Starting Time: 2:06 pm

Board Members Present: Allison Boccaccio, Lindsay Markun, Mindy Buckley and
Melissa Summerlee

Minutes Submitted by Melissa Summerlee

Agenda: See attached

1. PTO Update

a. Staff Appreciation Week

- i. A big thank you to Samantha Beebe and her committee. Fantastic job for staff appreciation week and ensuring that the staff felt loved and spoiled.
- ii. Influence Style helped to sponsor some of the meals.
- iii. Mrs. Rahn and others reached out to vendors to thank them for the delicious food they provided for the staff.
- iv. Coffee truck was a big hit. Many teachers inquired about having them on campus more frequently on a self-pay basis. Teachers thought they might be able to place orders in advance and volunteers could deliver their coffee when it was ready.
- v. Everyone agreed holding Staff Appreciation during the last week in April provided a little bit of a buffer between the end of the year activities and craziness.
- vi. Sam had a recommendation that instead of a gift card collection, parents could donate their chosen dollar amount to a gift card fund and that money could then be split evenly to purchase gift cards for the entire staff so that everyone receives the same amount.
- vii. Sam also suggested that perhaps money made during the Spring Gala could go toward supplementing the Staff Appreciation budget.

b. Mom/Son Night

- i. Held on the evening of 5/6
- ii. Kim Larsen and Shannon Savaglia and their team did an amazing job setting up a very fun night
- iii. 363 tickets were sold
- iv. Moms and Sons were so excited to be back for this event after not being able to have it for the past 2 years.

c. Shade Structure

- i. County stipulations require that any shade structures be a certain height over the tallest piece of equipment. Because of the space net, the required height of the shade structure has meant looking at alternative designs.
- ii. The most recent option that was priced out is more expensive than the original quote the PTO received.
- iii. PTO is looking for some creative funding options, including grants and business partner sponsorships to help with the cost.
- iv. School is also required to use a county approved vendor.
- v. Mrs. Rahn suggested reaching out to Pat Neal, a local builder, that has helped Willis before.
- vi. Lindsay is looking at a grant from the Dermatology Association that provides funds for shade structures.
- vii. With current balance in the PTO account, perhaps additional playground equipment can be purchased and shade structure can be the goal of the next fundraiser.
- viii. Addition of another basket swing and additional mulch, turf and the items needed for the Gecko Café could be purchased with the current funds in the PTO account.
- ix. Sam Beebe mentioned new turf at Southside with a potential vendor that could give a quote for turfing the Gecko Café area.
- x. Mrs. Mau mentioned the success of the new playground equipment and that they have noticed fewer disciplinary issues since the installation of the new equipment.

d. Fundraisers

- i. Possibly use the funds from next year's Color Run to fund the shade structure
- ii. Agreement on keeping the Color Run in November, the week before Thanksgiving.
- iii. PTO would like to throw a Spring Gala. Many locations are being considered.
- iv. Consider tweaking structure for Gala baskets to maximize the amount of money they can make.

e. Volunteer Breakfast

- i. Taking place Tuesday, May 24th at 8:45 am.
- ii. Another Broken Egg has kindly offered to sponsor the breakfast
- iii. This is our opportunity to say thank you to our Platinum Business Partners, Room Parents, SAC committee and Committee Chairs.

- f. Manatee Apparel
 - i. Limited Edition Tie Dye Color Run Shirts were a big hit with the students.
 - ii. Inventory/supply chain issues held up the delivery time for the shirts.
 - iii. Waiting to hear if Manatee Apparel can print new car rider hang tags. PTO is looking for a business partner sponsor that might want to sponsor the car tags.
 - iv. Lindsay ordered a supply of Gecko Award magnets for next year so that they will be in prior to Gecko Awards, in case of any inventory issues.
 - v. New merchandise is up on Manatee Apparels website. Hats, adult polos, etc.
 - vi. Tumblers and car decals will be sold this week before and after the kindergarten performance.
 - vii. Mrs. Price inquired about adding "Staff" to some of the Willis shirts. Lindsay also said if staff members have any design ideas for shirts, they'd like to please pass them along.
- g. Financials
 - i. Mindy passed around April financials and the current May financials
 - ii. Balance is currently at \$64k.
 - iii. Upcoming expenses include many of the 5th grade end of year costs.

2. Principal's Update

- a. This is Mrs. Mau's last PTIO meeting.
- b. Dr. Fradley will be the new Assistant Principal. She is very excited to come to Willis. Mrs. Mau has worked with her before and that will help the transition.
- c. Mrs. Price asked that if PTO is able to have Muffins with Mom/Donuts with Dad event, to please have them from 7 – 7:45 am. Otherwise the mornings get very chaotic with students that are attempting to have breakfast at school and all adults having to be entered in to the Raptor system.
- d. Mrs. Rahn asked about continuing the Muffins with Mom/Donuts with Dad events during the weeks of the Book Fair. Allison mentioned the success of the Book Fair night and talked about continuing to host those with fun additions like food trucks.
- e. PTO would love to organize more family events like Bingo and Book Fair, Food Trucks, etc.

- f. Mrs. Price is continuing to hire for open positions. There have been additional classes added to several grades as well as some teacher departures that need to be replaced.
 - g. There are also some para positions that will need to be filled and a PE tech position that has been added.
 - h. SAC Meeting is tonight with District speaker Kevin Chapman in attendance to discuss the strategic plan for the district.
 - i. Mrs. Price is looking forward to seeing everyone at the Volunteer Breakfast.
3. Teachers Update
- a. Teachers were very grateful for all the goodies during Staff Appreciation Week. They felt very spoiled.
 - b. Teacher inquired about sun shades for playground, so Mrs. Rahn can pass along the update.
 - c. Mrs. Rahn asked if at the beginning of the year if PTO committees could give gift cards to all teachers to allow them to buy supplies and items to set up their classroom.
 - i. Allison and Mrs. Price mentioned that if gift cards are given in that way, then teachers need to save their receipts to reconcile their purchases.
 - ii. Discussion on alternate ways to provide teachers with supplies was considered. Amazon Wish Lists that parents could buy from or Business Partner sponsorships to “Adopt a Class” were discussed.
4. 2022-2023 PTO Committee Chairs
- a. Many Opportunities for people to get involved
 - b. Samantha Beebe offered to chair Staff Appreciation Week again
 - c. Kim Larsen offered to be Room Parent Coordinator and Chair the Spring Gala event.
 - d. Other Committee Chair positions that are filled:
 - i. 5th Grade Committee- Barb Hagan and Melissa Summerlee
 - ii. Honor Roll Breakfast- Barb Hagan and Melissa Summerlee
 - iii. Communications- Emily McLaughlin
 - iv. Secret Santa- Emily McLaughlin
 - v. Kindergarten Play Date- Marni Naumann
 - e. Positions that are open
 - i. Volunteer Coordinator
 - ii. Yearbook
 - iii. Color Run
 - iv. Daddy/Daughter Dance
 - v. Mom/Son Event

- vi. Muffins with Mom
- vii. Donuts with Dad
- viii. Popcorn Wednesdays
- ix. Holiday Shop
- x. Business Partners

Meeting adjourned at 3:06 pm