

## WILLOW BROOK PTO



### Meeting 10/06/09 Willow Brook Library

Linda Shead, PTO Vice-President, called the meeting to order at 6:32 pm. Approximately 15 were in attendance, 12 signed attendance sheet.

**Welcome / Introductions** – Linda Shead thanked all the parents for coming, and explained that Jenny Meyer, PTO President was unable to attend this meeting due to a death in the family.

**Approval of Minutes** – Laura Sunderman submitted May '09 and September '09 minutes for approval. Wendy Ryan motioned for approval, seconded by Samara Henry. Motion passed.

**Treasurer's Report** – Stephanie Reynolds presented the Treasurer's Report for approval. A question was asked regarding the status of the room party money. Mr. Aaron intends to send out a note reminding parents to send in their funds. Once the collection is over, checks will be delivered to Point of Contact parents. A motion to approve the report was made by Lori Williamson and seconded by Vikkie Bower. The motion passed.

#### **Principal's Report** –

Mr. Aaron reviewed the upcoming calendar. The following additions/reminders were mentioned:

- 8<sup>th</sup> – 6:30 pm Reading Night
- 16<sup>th</sup> – 50<sup>th</sup> Anniversary Celebration – WB singers perform, movie, cupcakes, and Happy Bday Song
- 12<sup>th</sup> - 16<sup>th</sup> Theme days – Tues. Pirate, Wed. Bling Bling, Thurs. Decades, Fri. Green / Willow Brook
- 23<sup>rd</sup> – Trunk-or-Treat
- 30<sup>th</sup> – Fall Parties

Mr. Aaron explained the celebration assembly for the 50<sup>th</sup> Anniversary. Linda Shead noted that the PTO would like to give a gift to the staff and students, but that no funds had been designated for this. The PTO members in attendance agreed to purchase approximately 500 custom-decorated cups. The motion to approve this purchase was made by Wendy Ryan and seconded by Melissa Jones. Motion passed.

Mr. Aaron also extended a thank you to the PTO for the Babies 'R Us gift card following the arrival of their son. Additional thanks went to the parents who participated in the Homecoming Parade and to Mrs. Williamson for her help with the School Improvement committee. Open House was successful with the new format. Reminder to have students continue to check the lost and found for any missing items.

**Staff Report** – Mrs. Maria Farmer expressed a “Thank you” on behalf of all teachers for the time enjoyed at Fall Festival. A reminder for Red Ribbon Week, celebrated the week of October 19<sup>th</sup> – watch the Wildcat Chat for details and information on theme days.

***PTO OFFICERS: Jenny Meyer-President, Linda Shead-Vice President  
Stephanie Reynolds-Treasurer, Laura Sunderman-Secretary***

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**Event Wrap-up** – Linda Shead read a note from Jenny Meyer regarding Fall Festival; Jenny intends to post a full report on Fall Festival to the PTO website. Fall Festival is not for profit, but for fostering a sense of community – however, a minimal profit has been calculated to date of \$129.52 as of 10-06-09. The proceeds from the silent auction will be calculated and a report will be presented during the November meeting. Nichole Whiteford requested that any pictures taken during Fall Festival be sent to the PTO email address.

**Upcoming Events** – Trunk or Treat is set for October 23<sup>rd</sup>. All that is needed now is the family participation. Fall Parties are on October 30<sup>th</sup> – at this point, all classes have a Point of Contact except for 3F.

### **Ongoing Items** –

Mr. Z's Fund Raiser – Melissa Jones stated that the sale began October 5<sup>th</sup> and will continue through next Monday. Orders need to be turned in by October 16, and delivery night is November 11<sup>th</sup> in the cafeteria. Be sure to check the display case to view samples of sale items, and know that online ordering is available for out-of-town supporters. Tony Smith has been very generous with his donations of food for the PTO activities.

Market Day (MD) – Wendy Ryan proposed a switch from having parent volunteers work on the MD orders to having middle school or high school students work for community service hours. This proposal includes a change in how MD funds would be distributed – 50% to be applied to the 5<sup>th</sup> grade camp costs (divided equally among all student to lower their individual costs) and 50% to be used for 5<sup>th</sup> grade activities. A motion to approve this change in fund distribution was made by Samara Henry and seconded by Wendy Ryan.

Box Tops – the deadline for Box Tops is October 19<sup>th</sup>. All classes reaching the goal will receive a reward.

PTO Marketing – continue to encourage participation in PTO, whether by attending meetings or activities.

**Adjournment** - Linda Shead proposed adjournment at 7:14pm. Motion to adjourn was made by Samara Henry and seconded by Nichole Whiteford.

Meeting Minutes submitted by:  
Laura Sunderman, PTO Secretary

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