# Meeting Minutes: Tuesday April 16, 2019

Attendance: Lindsey Horne, Billy Horne, Carol Mortimer, Jennifer Mason, Teresa Peckens, Kim Blake, Concetta Manaker, Nan Frink, Tanya Grayson, Daphne Reid, Dexter Sallet

1. **WELCOME AND OPENING PRAYER:** The meeting began at 6:00 pm and was opened in prayer by President, Lindsey Horne.
2. **APPROVAL OF MEETING MINUTES**: Lindsey asked members if they had the opportunity to review the last PTO meeting minutes and if any changes or revisions needed to be made. With no changes needed the motion was made by Billy Horne and seconded by Tanya Grayson to approve the March 2019 PTO meeting minutes.
3. **OPEN ISSUSES AND UPDATES:**
4. NOMINEEES FOR TREASURER: Lindsey reported that the position of Treasurer still needed to be filled. She asked the group to put the word out about this available PTO position.
5. PARENT VOLUNTEERS FOR DUTY FREE LUNCH, COPY HELP, ETC: Volunteer forms were available for members to sign up to help with these tasks. There is now a PTO Bulletin Board located next to the front office to inform the public about PTO functions, school events and volunteer opportunities.
6. BOX TOPS: Catie Ellis is the new Box Top coordinator and will replace Mrs. Massey, as Mrs. Massey will be moving to another state next month. The current system of BOX TOP collections by cutting the labels and submitting them in will soon be phased out and replaced by a Mobile App. Tanya Grayson submitted copies of the Box Top sheets that are used to collect and submit the Box Tops.
7. Social Media – Catie Ellis is the PTO Social Media lead. Lindsey encouraged those in attendance to follow and share our pages on Facebook and Instagram. This generates traffic and interest in West Enc Christian School, as social presence is a very viable marketing tool. Mr. Sallet discussed the privacy policy and the need to be mindful of students that are not allowed to have their photos on social media.
8. **BIG BLAST FUNDRAISER:** The representative that was scheduled to explain this fundraiser had to cancel at the last minute, however Lindsey will meet with him to see how this may benefit our school. Lindsey explained that this fundraiser is held online, which makes it easier for students to solicit donations, especially from family and friends that do not live locally. This fundraiser has worked very well in other school systems and has generated a lot of money for them. The PTO would decide how to reward the students for their fundraising, maybe in the form of a bouncy house/inflatables party or other rewards.
9. **FUNDRAISING IDEAS/USE OF FUNDS**:
10. Car Wash: The idea of having a car wash was discussed and how this was done in the past.
11. Kings Dominion: Mr. Sallet informed those in attendance that last year Coach Almarode asked Kings Dominion to put WECS on the volunteer list to generate funds for our school. Our work weekend, if we decided to participate, would be Saturday, May 18th. The way the Kings Dominion volunteer program works is that Kings Dominion will pay $11 per hour, per person, for everyone who works an 8-hour shift. We would need 20 people to participate and that the shifts could be broken up.
12. **TEACHER APPRECIATION WEEK: May 6-10**
13. Teacher Appreciation Week survey samples were passed around for the group to see. A survey will go out to the teachers to see what their interest and likes are, and this will be turned in to the PTO.
14. Chick-Fil-A agreed to donate food for Teacher Appreciation Week, as did WAWA and Chicken Fiesta. Mr. Sallet said that is wife is head of the Virginia State University’s Hospitality Department, and that they would be willing to donate a fruit tray and fill in the gaps as needed.
15. Other restaurants/stores that the PTO is reaching out to for Teacher Appreciation Week are Panera Bread, Publix, Starbucks, Rosa’s, Saucy’s, Anchor Room, as well as Sam’s Club and Food Lion.
16. The lab can be used as a set up location and it was suggested that breakfast food be there around 7:15 am and that lunch is from 10:45 am-1:00 pm.
17. Nan Frink suggested that K-cup coffee donations would be appreciated as many teachers used the Keurig in the office as well as ones in the classrooms.
18. **OPEN COMMITTEES -COORDINATORS NEEDED**
19. Fall Festival- (Fall 2019) – A coordinator is needed to head up a committee for this popular school event. In the past, it was open to the community and is a good fundraiser for the school. It was discussed to do this on a Saturday and to make sure that the date does not interfere with other fall festivals in the community.
20. Walk -A-Thon / Fun Run – Spring 2020 – Coordinator needed for this fundraising activity.
21. Volunteer Coordinator –PTO Position available to oversee the recruitment and organization of volunteers for the PTO.
22. Spirit Nights – Ideas for School Spirit Night locations include Sweet Frog, Destination Theater, Chick-Fil-A and CiCi’s. Tanya Grayson volunteered to work on Sprit Night ideas and locations for the school.
23. Parade Committee – Hopewell and Prince George parades - Volunteers needed – Good idea for school marketing and something that the students may enjoy participating in. Especially as the Hopewell parade route goes right by the school.
24. PTO Newsletter – The WECS Newsletter, “The Student Crusader News”, went out in March and was well received. Linsey asked the group about having a PTO section in the newsletter to keep parents informed of PTO happenings.
25. **NEW BUSINESS:**
    1. End of the Year AB Honor Roll Event – Likely to take place the last week of school. More information/discussion to come.

Lindsey thanks everyone for coming to the PTO Meeting and for their input and suggestions. With no other business to address or open discussion, the motion to adjourn the meeting was made by Billy Horne and seconded by Tanya Grayson. The meeting adjourned at 7pm.

PTO Meeting Dates are the THIRD TUESDAY OF EACH MONTH IN THE SCHOOL CAFETERIA.

**Next Scheduled PTO Meeting is May 21, 2019 at 6pm in the school cafeteria.**