

Washington Elementary School PTO Board Meeting

September 12, 2023 6:00 - 7:00pm

- I. Welcome and Introductions (5 mins) Taylor & Craig
- II. Approval of June Minutes (1 mins) ***Requires Vote**
- III. Reports
 - A. **Principal's Report** (5 mins) Mrs. Gillespie
 - B. **Teacher & Staff Report** (5 mins)
 - C. **President's Report** (5 mins) Taylor & Craig
 - 1. High fives!
 - a) Kindergarten picnic: Gwyneth
 - b) Back to school: several folks helped!
 - c) Dundee Days: Team Craig
 - d) Website work, spirit wear, comms, etc. etc.: Janene & Kelsey
 - e) Business memberships:
 - f) Stocking the fridge: Taylor
 - g) 100th Anniversary: full committee
 - h) Grounds clean up: Amy Quinn
 - i) Budget work: Ope and Annie
 - j) Roller skating partay: Michelle Craig
 - k) Spirit wear: Emily, Janene et al
 - D. **Treasurer** (5 mins) Ope & Annie
 - 1. Review and approve budget ***Requires Vote**
 - 2. Report Cash on Hand
 - E. **100th Anniversary** (10 mins) Taylor & Janene & ???
 - F. **Fundraising** (15 mins) Megan & Alison
 - 1. Fall fundraiser Fun Run
 - G. **Membership & Directory** (5 mins) Jenn & Janene
 - H. **Website & Comms** (5 mins) Janene & ?
 - 1. General updates
 - 2. Membership/directory sign up
 - 3. Business Membership sign up
 - 4. [Annual Report flyer](#)
 - I. **Upcoming Activities** (0 mins)
 - 1. **Oct 3** PTO Meeting, 6:00-7:00 pm
 - 2. **Oct 13** Fun Run Fundraiser

3. **Oct 14** Green Team Grounds Clean Up, 9:00 - noon
4. **Oct 20** Family Fun Night: Halloween Boo Bash & Parade, 6:00-8:00 pm

J. Lingering Action Items??

1. Taylor/Janene/Annie/Ope: consider how to more strategically approach outreach to families, to include planning two adult nights (one in fall, one in spring)

K. Adjourn