**SAC & PTO Minutes**

**Webster Elementary School**

**Thursday, March 25, 2021**

**Attendance:**

Bethany Groves, Tina Motley, April Barger, Jen Gurick, Terri Falk, Claire Heffernan, Kim Bogart, Rob Hall, Kierra Smith, Emily Higgins, Heather Golson, Pat Ash, Sherria Joye, Sine Rodney, Fanny Llovares, LaVanya Mullagoru, Crystal Heindl

**MINUTES:**

Mrs. Groves welcomed members.

Mrs. Falk shared the results of the “Egg Hunt Extravaganza” fundraiser. The school received close to $500.00 in donations. PTO spent $175.00 on resources. The PTO fundraiser produced about $325.00 in proceeds. PTO will use the funds t purchase a new grill. The grill will belong to Webster PTO and be available for check out through the media center. All members stated the students had a great time and was worth the time spent organizing the fundraiser.

Future fundraiser ideas were shared. Mr. Grove’s stated that we should have 250 car magnets available to sell or use as incentives in the fall (August 2021). The school store fundraiser will be reviewed after the book fair.

PTO discussed the design of the magnet to include colors, symbols, or logos. No final decision was made at this meeting.

Mrs. Groves shared school updates: current testing schedule, new behavior incentive (PAW card) and behavior party date, book fair dates, 5th grade end of year celebration date, and K-5 virtual award ceremonies. Dates listed below. The testing dates/schedule will be shared virtually with parents.

June 4- PBIS/PAW behavior party

June 7- PreK/K awards

June 8- 1st -4th grade awards

June 9- 5th grade awards

June 10- 5th grade end of year party

PTO members discussed Teacher Appreciation Week. The school will celebrate on Mondays in May. The Webster PTO will grill one Monday (date TBD) in May. Mrs. Coates and Mrs. Motley will work together, along with admin, to plan the remaining three Mondays. Mrs. Ash suggested the school send a teacher interest form home. She shared an example. Ms. Barger and Mrs. Motley agreed to create an interests/favorites form for teachers to complete. This form will be sent home with students so families can send something small, but special to the teacher during teacher appreciate.

PTO inquired about yearbook sales and if we be order additional books to have available to sell to students who miss the deadline. Mrs. Groves responded that we will most likely do so, and that she would speak with Mrs. Roberts regarding the topic. Mrs. Roberts handles yearbook.

A reminder was shared about the CPS Survey. The link was sent out already and Mrs. Groves stated she would send it out a second time, which she did.

Parents in attendance had questions about PTO recruitment in the future. Some suggestions were that we update the current PTO membership form, offer incentives, and create additional flyers to assist in the understanding of what PTO is and the ways to participate. Some parents expressed that although this year has been unusual due to COVID, they feel that more communication is needed in the future to help boost participation and help families understand what PTO does. Mrs. Groves and PTO members agreed, were open to ideas, and willing to meet on Tuesday, March 13 to revise forms and/or create flyers. The virtual meeting was scheduled for 5:30 PM. Parents and members would like to see returning families join for the 21-22 school before they leave for summer break.

SAC Chair, Mrs. Motley, shared the that the school needs assessment survey will close on March 30th. Results will be shared at the next meeting. The window was extended, and survey links sent out several times to obtain more feedback.

Mrs. Motley shared that on Tuesday, April 13 at the next team leader meeting School Recognition Funds would be discussed. More details to come.

Mrs. Motley also shared that SAC members will receive a link to complete another survey titled “Survey of SAC Members”. This link will only be sent to current SAC members. The survey is used as a self-reflection tool, as well to measure the team’s perception of the SAC process and adjust the process if needed.

Mrs. Groves recapped the types of surveys being sent out and who needs to participate in each.

The next meeting date is 4/15/21. PTO at 5:00, SAC at 5:30.

The meeting closed at 6:10.