PTO Board Meeting Agenda October 8, 2014 – 12:00pm Sprague Library

**1. Call to Order and Attendance/Introductions**

**2. Approval of Minutes from September 2014 Meeting**

**3. Administrative Reports**

a. Scott Warren- Superintendent

b. Katie Reynolds – Executive Director of Curriculum & Instruction

c. Anne Van Gerven - School Board Member

d. Christy Adler – Sprague School Principal

**4. PTO Executive Committee Reports**

a. Recording Secretary

i. School Board sign up sheet

ii. Correspondence and Announcements

iii. Submit written report for minutes

b. President

I. Extra Curricular Grant proposal

II. Handbook and By-Law Revisions

c. Vice President

I. LFF Update (Molly)

II. D103 Music Boosters Update

II. Volunteer Acknowledgment

d. Communications

i. E-tools

ii. Google Docs

 iii. Communication Plan

iv. End of the Year Report

e. Treasurer

 i. September financials

f. Ways and Means

i. Premier PTO Sponsors

ii. $103 for 103

iii. Membership

iv. Book Fair

v. School Supplies

vi. Spirit Wear

vii. Run for the Fields/5K - Update

viii. DW Pizza Lunch

5. Community Relations

i. Welcome Committee

ii. Hospitality

ii. Parent Education

iii. Boo Bash - cancelled

iv. Grant a Teacher's Wish

6. Cultural & Fine Arts

7. Daniel Wright School Vice Presidents

i. Colonial Days

ii. Fraction Cafe

 ii. Art Cart

iv. Lighted School House

v. Dance Lessons

vi. 8th Grade Dance

vii. Health Events

viii. Front Desk Office Shifts

ix. Room Parents

8. Half Day School Vice Presidents

I. World's Fair

ii. State Fair

iii. Indoor Recess Program

iv. Room Parents

9. Sprague School Vice Presidents

i. Native American Feast

ii. Pilgrim Simulation

iii. Room Parents

**10. Standing Committees**

a. Links to Learning (PTO VP)

c. Executive Committee (PTO Pres)

e. Legislative Committee (PTO VP)

**11. Unfinished Business**

**12. Adjournment** – Next Meeting Tuesday, November 4 at 12pm in Sprague Library