**WEST RIDGE ELEMENTARY PTO**

**MEETING AGENDA**

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| **Date:** Feb. 4, 2014 | **Time**: 6:30 – 8 p.m. | | | **Location**: West Ridge Elementary School Cafeteria | | |
| **Purpose**: Regular PTO meeting | | | **Code of Conduct**: Standard Code of Conduct | | | |
| **Facilitator**: L. Hadaway | | **Scribe**: L. Alston | | | **Timekeeper**: J. Liu | |
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| **Agenda**: | | | | | | |
| **Welcome, Introductions** | | | **Leah Hadaway** | | | **5 minutes** |
| **Old Business/Feedback**   * **Silent auction donation spreadsheet created- help and ideas** * **Reschedule date for Fundraiser Luau- April 26th from 10am -12pm** * **Spirit Nights Jan. –Pizza Hut, Panda Express** | | | **Leah Hadaway**  **Jennifer Liu** | | | **5 minutes**    **5 minutes** |
| **New Business**   * **Wish lists from teachers update**   **-presentaion on iPads**  **-West Ridge community garden**   * **PTO Officer positions for 2013-2014**   **-descriptions of each position available**  **-nominations, will vote next meeting**   * **Ongoing Fundraising**   **-Box Tops Update**  **- Labels for Education**  **-Milk Caps for Moolah Gold Caps**   * **Budget Update** * **Hospitality Update** * **Spirit Nights- Skate City, Subway** * **Contest to encourage attendance at PTO meetings- gift card for next meeting** | | | **Leah Hadaway**  **Marlatt**  **Ratzlaff**  **Leah Hadaway**  **Lindley Alston**  **Natas-Haber Moffet**  **Cory Morganfield**  **Jennifer Liu** | | | **20 minutes**  **10 minutes**  **5 minutes**  **5 minutes**  **5 minutes**  **5 minutes** |
| **Summary, Questions and Participant Feedback** | | | **Leah Hadaway** | | | **5 minutes** |
| **Committee Break-Out – Activities/Fundraising**   * **Committees may stay and address any topics needed or they may schedule another time to meet.** | | | **Leah Hadaway** | | | **20 minutes** |
| **Adjourn** | | |  | | |  |
| **NOTES**: | | | | | | |