CME PTO Board Meeting Agenda

Wednesday, November 2nd, 2022

| Administration Rep | Ms. Bolding | P |
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| Teacher Rep | Ms. Hodges | P |
| President | Jessica McCauley | P |
| Vice President | Sarah Yoo | NP |
| Treasurer | Holly Klingaman | P |
| Recording Secretary | Alejandra Tran | P |
| Corresponding Secretary | Janet Berry | P |
| Parliamentarian | Fauzia Syed | P |
| Gifts | Henna Ali | P |
| Gifts | Mona Sanghani | NP |
| Hospitality | Rose Isaguire | NP |
| Hospitality | Michiko Freeman | P |
| Hospitality | Tammy Janos | P |
| VIPS | Jennifer Varnell | NP |
| VIPS | Emilie Rivera | P |
| VIPS | Johanna Haas | NP |
| Fundraising | Anne Vaughn | NP |
| Fundraising | Victoria Greenleaf | P |
| Spirit Wear Spirit Nights | Christine Micheletti | P |
| Spirit Wear Spirit Nights | Amber McCoy | P |
| Spirit Wear Spirit Nights | Kim Jeffrey | P |
| Publicity | Erin Lancaster | NP |
| Publicity | Carrie Nesmith | NP |
| Membership | Connie Khawaja | P |
| Membership | Jin Pan | P |
| EEPS | Wendy Zafris | P |
| EEPS | Rachel Smith | P |

1. Call to Order 9:32
2. Minutes of the Previous Meeting - Wendy motions to approve and Kim seconds.
3. Administration - Bolding
4. Thank you for the cookies and lemonade for our new teachers.
5. For safety reasons we need to know where everyone is in the building including lunch visitors and volunteers. Please check in and out before moving from visitor to volunteer.
6. Teacher Representative - Hodges
7. Thank you for the tailgate luncheon, treats for Halloween, and for supporting dine-out for FBISD libraries. We appreciate everything you did for us.
8. Reports of Executive Officers
   1. President
      1. “What is the why?”PTO is so appreciated by the school staff. Covering lunch duty brightens the teacher's day.
      2. Find creative ways to show appreciation for our out-class teachers.
      3. Will consider dad duty in the morning
      4. Carnival - Victoria
9. I will put out a carnival cancellation notification by mid-day Thursday.

Will go for the following Friday 11th.

* + 1. Tightening volunteer procedures
  1. Vice President -Sarah NP
  2. Thank you to Kim for offering the CostCo membership. We will not be able to have the membership.
  3. We will however have an amazon account. Tax-free. Sarah set it up for us.
  4. Treasurer
     1. Financial Report
        1. Beginning Balance $68,833.08
        2. Income this year is $28,471.63
  5. Recording Secretary - Alejandra

1. Nothing to report.
   1. Corresponding Secretary - Janet
2. Is up to date with sending thank you notes to sponsors.
3. Thank you to the Scouts for painting big colored blocks at the carpool.
   1. Parliamentarian - Faizia
4. Thank you for reading the by-laws. Please initial if you haven't already.
5. Reports of Standing Committees
   1. Gifts -
6. Ready to paint bathrooms.
7. November 21 - 23rd. Will find out the time through Mr. June.
8. Leftover paint will be stored at school.
9. Playground benches have been signed and approved. waiting on a response.
   1. Hospitality -
10. The tailgate luncheon went well.
11. The next event before the Thanksgiving break will be Pies for teachers.
    1. Membership -
12. More donations have come in.
13. working on incentives like Pizza parties.
14. Working on extra recess. Will figure out the outclass schedule.
    1. Publicity - Jessica

i. There will be an email going out to Tiger roar. Having a hard time keeping up. Social media is still going through.

* 1. VIPS

i. The red ribbon went well

ii. The holiday party went well

iii. Volunteering thank you, Holy, Jessica, and Anne gifts to come.

* 1. Fundraising
     1. Mabels Labels
     2. Carnival/Fun Run/General sponsorship update
  2. Spirit

i. Magpies went well. We raised $651.

ii. Chicken salad chick November 17th.

iii. Chipotle first week of December. 30% back

iii School water bottles made to raise money. Sells at $10

* 1. Educational Enrichment
  2. Working on setting up additional programs. Dragon dance will be in January, spring wildlife by design, Mariachi band for Cinco de Mayo. Many more activities are in the works.
  3. Please send pictures to Wendy. Yearbooks are up for sale on Ballford.com.

1. Unfinished Business
2. New Business
   1. VOTE: By-law amendment (Treasurer job description) changed to electronic. Victoria motions and Wendy seconds.
   2. VOTE: Reallocation of funds to Treasurer. Moved money from Steam to Holly’s budget. Wendy opened and Connie seconds.
   3. VOTE: Bookapalooza sponsorship- Kristine motioned to approve and Janet seconds to support Book of Puluza for the amount of $200.
3. Announcements
   1. Tireless Tiger Award - Goes to Fundraising because Victoria was very humble in her description of sponsorship. Carnival is paid for.
   2. **Carnival**: Friday, November 4th
4. Adjournment -
   1. Janet motions for the meeting to be adjourned. Victoria seconds. Time 11:00 AM

“We can ***all*** do small things, with great love,

and ***together*** we can do something ***wonderful***.”---Mother Teresa