CME PTO Board Meeting Agenda

Wednesday, October 5th, 2022

| Administration Rep | Ms. Bolding | P |
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| Teacher Rep | Ms. Hodges | P |
| President  | Jessica McCauley | P |
| Vice President | Sarah Yoo | P |
| 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 | P |
| Hospitality  | Michiko Freeman | P |
| Hospitality  | Tammy Janos | P |
| VIPS | Jennifer Varnell | NP |
| VIPS | Emilie Rivera | P |
| VIPS | Johanna Haas  | P |
| Fundraising | Anne Vaughn | P |
| 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 | NP |
| EEPS  | Rachel Smith | P |

1. Call to Order
	1. 9:30
	2. Quorum is present. Alejandra is taking notes for the 2022-2023 recording secretary.

1. Minutes of the Previous Meeting
	1. Motion passed for approval of last board meeting 9/7/22

Sarah motions and Connie Seconds

1. Administration - Ms. Bolding
	1. Thank you for breakfast, Treats for Tigers, and Bookfair.
	2. Some FBISD schools that had STEM classes have moved the teachers to teach in classrooms that do not have certified teachers. STEM will no longer be part of our CME rotation.
	3. We are looking to have a curriculum parent night at the Sugar Land Science museum. Would PTO be willing to help support this event financially?
2. Teacher Representative: Ms. Hodges
	1. Thank you for the hall decorations and for supporting individual classrooms.
	2. Jessica and Holly worked hard on the teacher's budget. Please send me a list of the teacher's spending. Will make sure the teachers utilize their PTO funds for the classroom.
	3. The Book of Puluza is a reading celebration put on by FBISD district-wide on April 29th. Will PTO consider donating to this event anywhere from $500 - $1,000?
3. Reports of Executive Officers - President: Jessica
	1. “What is the why?” We did a lot of work on the pendants. More work than expected.
	2. Mr. Preacher said “ I love my little pendant. It makes me so happy. “ That is our why!
	3. Carnival Volunteers - Please plug in and help where you can. We need help.
	4. KGRR will announce carnival donations of confetti eggs or two-liter drinks.
	5. The jail will depend on the weather
	6. Still discussing how to plug in the teachers
	7. FBEF Sugar Shindig (Friday, October 21st @ Safari Texas 6:30-9:00)
	8. Tickets: <https://bit.ly/2022shindig>
4. Vice President - Sarah
	1. Questions regarding gratuity have come up for vendors. Is PTO allowed to reimburse gratuity? Not sure if that is ok?
	2. Connie - It should not be excluded. Create a form. Up to us how we want to document that. Tax reimbursement for wholesalers- Costco and Sams do not accept tax forms if the membership card does not match the tax form name.
	3. We will get a Costco card for the PTO.
	4. We have an Amazon account. Jennifer has it.
5. Treasurer - Holly
	1. Financial Report
		1. Income so far this year has been $24,072.46 as of September 30th.
		2. Expenses $14,536.75
		3. Current balance $ 78,360.79
		4. If you have any expenses from small companies request a W9 if over $600 for tax reasons.
6. Recording Secretary - Alejandra
	1. Please send in your minutes
7. Corresponding Secretary- Janet
	1. Send me your list for the carnival sponsorships so that I can send thank you notes.
8. Parliamentarian- Fazia
	1. I sent out the bylaws. I will send a link to sign soon.
9. Reports of Standing Committees
	1. Gifts - Moana (NP) Henna Speaking
		1. The bathroom doors will be painted during Thanksgiving week
		2. Waiting on building modifications for benches and playground
	2. Hospitality - Rose, Michiko, and Tammy
		1. Tailgate - James Coney Island.
		2. The back-to-school breakfast was super cute. Teachers loved it.
	3. Membership- Connie
		1. We met our goal. Thank you team for your effort.
		2. 198 students participated
		3. That’s 31.3% of the students
		4. Carnival wristbands will go on sale soon.
10. Publicity - NP
	1. Jessica- please send Erin a quick text of school events and tag Ms. Hodges.
11. VIPS - Emilie and Johanna
	1. Treat with Tigers was a big success
	2. Oct 24th -28th will be red ribbon week
	3. Please submit your hours
	4. The holiday party will be in December. Those documents will go out to GLC.
12. Fundraising - Annie and Victoria
	1. The sponsor letter was approved.
	2. We can only offer the marquise to certain sponsors. Has to be appropriate to advertise.
	3. We have a lot of donations $4,654 over budget
	4. Sarah sponsored the wristbands
13. Spirit - Christine, Amber, and Kim
	1. Chick fil a made over $200
	2. Next week MagPies Gifts on Thursday, October 13th.
	3. Chicken Salad Chic in November drive-thru
	4. Chipotle is in December 30% back
	5. Kim found water bottles with our logo for $10 each sale at the carnival
	6. Grandy's (school shirts) check is coming in soon under $3,000
14. Educational Enrichment Programs - Amanda
	1. Nature Discovery for 1st grade
15. Shared dreams- Bozena
	1. Student Council will continue to contribute to shared dreams and socks in October.
	2. Considering collecting jackets in November
16. Unfinished Business - Jessica
	1. Nothing to report
17. New Business - Jesica
	1. Nothing to report
18. Announcements - Jesica
	1. Tireless Tiger Award - Hospitality
	2. **Early Release**: Friday, October 7th @12:10pm & **No School**: Monday, October 10
	3. **Magpies Spirit Day**: Thursday, October 13th
	4. **Chipotle Spirit Night**: Wednesday, October 19
	5. **Red Ribbon Week**: October 24th-28th
	6. **Character Parade**: Friday, October 28th
	7. **Carnival**: Friday, November 4th
19. Adjournment
	1. Connie motions for the meeting to be adjourned. Victoria seconds. Time 10:31 AM

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

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