**CME PTO Board Meeting Agenda**

Wednesday, February 1, 2023

| Administration Rep | Ms. Bolding | P |
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| Administration Rep | Ms. Mangum | NP |
| 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 |
| VIPS  | Emilie Rivera  | P |
| VIPS | Jennifer Varnell | P |
| VIPS | Johanna Haas | P |
| Fundraising | Victoria Greenleaf | P |
| Fundraising | Anne Griffin | P |
| Gifts | Henna Ali | P |
| Gifts | Mona Sanghani | NP |
| Hospitality  | Rosanna Isaguirre | P |
| Hospitality  | Michiko Freeman | P |
| Hospitality | Tammy Janos | P |
| Publicity | Carrie Nesmith | NP |
| Publicity | Erin Lancaster | NP |
| Spirit Wear/Nights  | Christine Micheletti | NP |
| Spirit Wear/Nights  | Amber McCoy | NP |
| Spirit Wear/Nights | Kim Jeffery | P |
| Membership   | Jin Pan | NP |
| Membership  | Connie Khawaja | P |
| EEPS  | Wendy Zafris | NP |
| EEPS  | Amanda Sauer | NP |
| EEPS  | Rachel Smith | P |
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Guests: NA P=Present NP=Not Present

1. Call to Order
	1. 9:30
	2. Quorum is present. Alejandra Tran is taking notes for the 2022-2023 Recording Secretary.
2. Minutes of the Previous Meeting
3. Motion passed for approval of last board meeting minutes 1/04/2023, Anne motions, and Janet 2nds.
4. Administration: Melissa Bolding
	1. Fun Run was wonderful. Everything went well. Thank you for all your hard work to put this event together. I know it’s a lot of work.
5. In the spring when STARR comes, we will have no visitors. There will be a two-week window of no visitors. We will advertise the schedule.
6. At the end of February we will have interim testing and visitors can come.
7. Teacher Representative: Ms. Hodges
	1. Book fair is coming up.
	2. February 22nd is BlueBonnet Readers invitation only.
	3. February 24th is the first grade rodeo round-up at 8:30.
	4. Student Council is doing Valentine's day pencil sales.
	5. Science fair February 22nd.
	6. We have three reading programs going on for Schlitterbahn, Readathon, and Space Cowboys.
	7. Tomorrow is 80’s dress-up day.
	8. Kindness week is next week.
	9. International week is coming up.
	10. Thank you so much for supporting us teachers and staff.
8. Reports of Executive Officers
	1. President: Jessica
		1. “What is the why?”Very sweet interaction at the fun run with a grandma ready to volunteer. Our event meant enough to a family that they sent their grandmother to volunteer since they could not be there.
		2. Update on reflections from the last meeting. We did get a flier ready to go in folders yesterday to target people who need help connecting with us.
		3. Background check reminders. Please complete your background check. If you send out sign-ups please add the background check link in the email.
		4. We lost a lot of plants during the freeze in the butterfly guardian. Janet and Denise have worked tirelessly clearing the area. Is there any other way to use the space?
	2. Vice President: Sarah

i. Wendy wants everyone to remember to order their yearbook for the sale price of $37. After today it will go up to $42. Please send her pictures.

* 1. Treasurer: Holly

i. Tax was less than expected. The executive board moved $200 to treasure to buy more paper checks. We are waiting for the federal return. I’m getting the invoice from teachers to do field trips.

* + 1. Financial Report

Beginning Balance ( as of July 1st, 2022) $68,833.08

Income This Year $44,387.94

Expenses This Year $41,409.13

Current Balance $71,811.89

* 1. Recording Secretary: Alejandra

i. Nothing to report.

* 1. Corresponding Secretary: Janet

i. Email me for thank you notes.

* 1. Parliamentarian: Fauzia
		1. Upcoming Board elections. We need to plan for next year's board. Please let me know if there is a position you are interested in. Nominate friends! Let me know if your term is up.
		2. International week is March 6-10. Monday map. Tuesday teachers lunch. Wednesday ethnic wear. In the evening international feast 5:30 - 7pm. Thursday sweets and snacks
		3. Tomorrow is the international meeting at 6pm.
1. Reports of Standing Committees
	1. Gifts: Henna

i. Picnic tables and benches have been approved.

ii. We have seven thousand left over. That’s after all the expenses. Money will be saved for future gifts like the track.

iii. Sarah: Last year we had approved $5,300 for bathroom upgrades. $12,100 for the rugs. $6,800 for the benches.

Iv. Henna: That's not right. I believe the numbers were mixed up. I’ll resend the revised gift money.

* 1. Hospitality: Rosanna, Michiko, and Tammy

i. Popcorn barn for teachers.

ii. Food donation for international week.

iii. We are busy planning teacher appreciation.

* 1. Membership: Connie

i. No updates

* 1. Publicity: NP
	2. VIPS: Jennifer
		1. Valentine Parties 14th. All information has been sent out to the GLC.
		2. Update from VIPS meeting on January 19th meeting. Make sure we get in our volunteer of the year. It’s due in March. Will get together and come up with some names for that. Will take place on April 17th during volunteer appreciation week. Will try to plan something at the last minute. Want us to send pictures?
		3. We are gearing up for Bingo Night next week on Thursday 9th. We have 90 people rsvp so far.
		4. Donuts with grown ups is on March 2nd - 3rd from 7:00 am - 7:30 am.
		5. We have surveys ready for the 5th-grade party.
	3. Fundraising: Anne and Victoria

i. The Fun Run was fun! We have $29,520 right now and we will have final numbers at the next board meeting. Will have an exact number by the next meeting.

ii. Hit most goals with prizes.

iii. We put together a checklist for next year's fundraiser.

* 1. Spirit: Kim

i. Spirit day at altitude went very well. Waiting for the check to come in.

ii. Working on Spring Creek spirit night Feb 23rd.

iii. Working on Thai Cottage. Hopefully, that one goes through.

* 1. Educational Enrichment: Rachel
	2. The Lunar New Year dragon was canceled due to covid. It was rescheduled to March 8th at 9 am.
	3. No other programs in February due to it being a very busy month.
1. Unfinished Business
	1. 2023 Ideas and Intentions
2. New Business
	1. Vote to reserve funds for “Future Gift” of the rubberized track. Vote to move the $6800 - $7000 to earmark as future gifts specifically for a rubber track. Janet motions and Fauzia Seconds. Everyone voted and the motion passed.
3. Announcements
	1. Tireless Tiger Award goes to Janet and Fauzia
	2. 2/9: Bingo Night @5:30-7:00pm in the cafeteria
	3. 2/14: Valentine Parties @2:45pm
	4. 2/23: Spirit Night at Spring Creek
4. Adjournment

Sarah motions for the meeting to be adjourned. Rachell seconds. Time 11:02

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

and ***together*** we can do something ***wonderful***.”

---Mother Teresa