

CME PTO Board Meeting Minutes

October 3, 2018

- **2018-19 Board Members**
- P-Cora Lee, President
- P- Kelly McKnight, Vice President
- P- Ying Sun, Treasurer
- P- Jenni Kennington, Recording Secretary
- P- Lana Mistretta, Corresponding Secretary
- P- Fauzia Syed, Parliamentarian
- P- Melissa Bolding, Principal
- A- Jackie Boyd, Assistant Principal
- P - Melanie Hodges, Teacher Representative
- A/P - Michelle Arceneaux, , Boba Nikolic - Hospitality
- P/P- Sarah Yoo, Lucy Ponce DeLeon - Gifts
- P/A/P- Jennifer Varnell, Wendy Zafris, Heidi Efrid -VIPS
- A/P - Nykyta Rainer, Michelle Townsend- Ways and Means Fundraising
- P/A- Janet Berry, Adhi Kusumajaya- Ways and Means Spirit Wear/ Spirit Nights
- A/P- Katherine Bingham, Amy Tran-Ways and Means- Retail Share & Box Tops
- P/A - Aiman Gurji, Divya Gupta-Publicity
- P/P - Norin Ali Khoja, Parvathi Sram- Membership

P= Present A= Absent

- I. Call to Order by Cora at 9:32 a.m.
- II. Minutes of the Previous Meeting approved: Kelly motioned, Janet seconded.
- III. Administration- Excited about the upcoming carnival. Janet will be picking up the banner/ photo op. CME is adding a 4th grade class starting Monday, October 15. All children will be affected. Working on a grant application form (preliminary) for teachers to use in reference to the unused PTO funds. Thank you for the new tablecloths in the Teachers' Lounge.
- IV. Teacher Representative- Thank you for Farmers (from teachers). Book Fair starts Friday with Dads and Donuts. STEAM class will be logging into Schoology. Classroom teachers will be reinforcing this concept as well. Storybook pumpkins due on the 15th with the stroll on 31st. Updated club information on website shortly and main calendar. All coding information is in Schoology; Running club started this

morning. New program: 1 Book, 1 School will start in October. Every family will receive a copy of the same book and activities at school will correspond. Celebration in February for Literacy Night will focus on this book. Book to be announced soon.

V. Reports of Executive Officer

- a. President- Fazia is our new Parliamentarian.
- b. Vice President- Bullying show for entire school on 8th presented by Alley Theater. Jennifer Torrez is the author visit for 2nd-5th grade on 16th.
- c. Treasurer- Discussion on discrepancy in budget from last Spring until now. A series of very conservative estimates for spending, coupled with a large discrepancy on carryover means that there is a large amount left to spend. For this year, many of the previously cut budget items will need to be sent back through the Gifts Committee if they want to reinstate or increase their budget (ie. Landscaping). Only two line items will be discussed for change today: Gifts and Classroom Enhancement Fund. Discussion on increasing the teacher supply fund from \$50 to \$160. Because many teachers were not told the budget was cut, they have already spent the previously budgeted amount of \$150. Kelly motions to increase the Classroom Enhancement Fund to \$6,000. Jennifer seconds the motion. The motion passes. Jenni motions to move the remaining excess of \$32,000 to the Gifts Committee for dispersion. Sarah seconds. The motion passes. Teachers will be invited to submit a gift request if they have an idea for funding.
- d. Recording Secretary-none
- e. Corresponding Secretary- Please remember to send full information (name, event, something personal to be referenced) when requesting a note.
- f. Parliamentarian- nothing.

VI. Reports of Standing Committees

- a. Gifts- Janet is interested in a playground shade structure request for \$14,000. Since the trees have been removed, the playground is lacking shady areas. Janet can write the proposal. Have interested parent proposals sent to Ms. Bolding before it comes to the gift committee.
 - i. Tri Tigers- Lucy discussed history of Tri Tigers program. Because the program generates a \$10 donation from the race per student participating from our school, she would like to use the money to pay for expenses that have been out-of-pocket to date. Board discussion that this seems like a reasonable request. She can take out as much money as she brings in to cover expenses. Vote on this topic will be next month.
- b. Hospitality-Made recent updates to the Teachers' Lounge.
- c. Membership-Close to \$25,000 has been raised. Two classes won the Popsicles Party. Tax letters have been sent out.
- d. Publicity- Reminder emails going out about the weekly email submissions. Divya is doing the posters. If you need a poster please contact her but give her lead time since she works full-time and needs a chance to go to the Teacher Center.
- e. VIPS
 - i. Dads & Donuts ready and first one will be on Friday.
 - ii. Carnival being announced on KGRR & posters.

- f. Ways & Mean
 - i. Spirit Nights- Altitude made over \$600. Chuck E. Cheese is next with an appearance at school on the day of the event. November will be Spring Creek.
 - ii. Spirit Wear -Sold approximately \$11,289 with a profit of \$7,245
 - iii. Fundraising- none
 - iv. Retail share- Amy is doing BoxTops.
- VII. Unfinished Business
 - a. Marquee- 3rd Grade Ms. Ballestas and kids will be taking care of the sign changes on Thursday morning.
- VIII. Motion to adjourn meeting made by Norin. Seconded by Kelly. Meeting adjourned at 10:40 a.m.