

BOARD MEETING MINUTES

February 20, 2026 @ 12:00 pm | Room 600

Meeting called to order at 12:05pm by Taylor Parmigiano.

Taylor asked for an approval of January 2026 meeting minutes with two updates that Sarah Dague shared last night. The updates include adding Carrie McGehee to the attendees list and removing the statement “We need to communicate timeline better” and add the below discussion between Sarah Dague and Mrs. Howard:

“The date for the Spring Meetup was clarified with Mrs. Howard. There will be no conflict between the Spring Meet up (on March 4th) and Field Day (on March 6th). The Spring meet up will be held at the Alden Bridge Pavilion. For future reference, per Mrs. Howard, any PTO after-school activities held at the school campus (gym/ cafeteria) must start at 4pm or later.”

I. President’s Update – Taylor Parmigiano

-Did you know: CISD has 68 school campuses and CISD is currently renovating/updating 50 of them. By 2027, all schools will have been updated/ touched. The CISD Board meeting was held last Tuesday and during the meeting Eazy Foster presented for an hour and 11 minutes to review all the renovations.

-VP Highlight: Welcome Maria Fernanda De la Fuente as VP of Programs. She will be filling the position left vacant by Samantha Hoppe.

During the meeting, the board voted on the approval of Maria Fernanda De La Fuente for Position of VP of Programs. Taylor Parmigiano motioned for approval and Tiffany Bolton seconded.

-Playground update: During Tuesday’s CISD board meeting, the board approved our donation of the \$16,138.34 for the new playground equipment to replace the spiderweb. Courtney Rogers (CISD) confirmed the purchase order will be submitted today and the equipment should take 8 weeks to procure (estimated arrival mid-April 2027). The new piece of equipment should be installed by the end of the year.

During the discussions of the spiderweb replacement, Courtney Rogers also suggested that the PTO move forward with the larger piece so that it can be installed while construction is still ongoing

Playground approval must be completed at the CISD monthly board meeting; the next monthly meeting is in March 2026. If the PTO board can decide on the playground, get the funds, and submit a check to CISD board meeting by 02/27/2026 then it can be reviewed and approved at the March 2026 CISD Board meeting. This will allow for procurement and installation this summer. It was discussed that there is a cost-savings in survey and engineering approvals if the playground is renovated during the ongoing campus renovations this summer.

Lynsey Irvine asked can the entire PTO community have a voice this process and emphasized that it should be equitable. She would like to see two options posed to the PTO community and allowing the general membership to vote. Ji Terracina reminded the team that a vote would need to be held to liquidate the funds and approve the purchase of the playground equipment.



Taylor Parmigiano suggests getting this renovation done and never touching the playground for a while. Danielle Dobecka proposed hold off on the sunshade so we can get a larger playground to remove more of the dirt and add a larger space of mulch. Meeting group agreed.

The meeting team discussed and decided that there will be an electronic vote held 02/24/2026-02/25/2026.

The communications team will provide a document to the general school population informing them of the upcoming vote. It will be noted that you must have a current PTO membership to participate in the vote. This notification will occur on no later than 02/23/2026.

The meeting team discussed the many options and narrowed the options to the Sundancer or the Tahoe playground.

Mrs. Howard did have some concerns regarding the tilt-a-whirl that is included on the Sundancer but after reaching out to Courtney Rogers it was confirmed the equipment was slower than expected.

Katey DeFreitas suggested showing the general PTO membership in the colors (dark green, royal blue, sand (brown)) so it matches the other playground structures.

In the communication sent by 02/23/2026, there will be a look book of the two options: Tahoe and Sundancer.

PTO community will electronically vote on:

1. Design of the playground (Sundancer or Tahoe)
2. Approval of funds to be liquidated to make the purchase.

Once the electronic vote is completed, the board will proceed with the liquidation of the CD and will submit the payment to CISD for the selected playground option. This will be completed by EOD 02/27/2026.

Next steps:

1. Get confirmation from Courtney Rogers that the tilt a whirl can be secured to not move.
COMPLETE.
2. Sundancer and Tahoe photos in the correct color (light brown/sand, dark green, and royal blue).
3. Send message to SAVE the date for the vote (send out on 02/23/2026)
4. Vote opens (02/24/2026- 02/25/2026)

II. **Treasurer – Ji Terracina**

-Numbers as of 01/30/2026:

Total Revenue \$107,447.84
Total Expenditures \$65,845.12
NOR \$41,602
Interest Income \$2669.96
Net revenue \$44,272.68
Cash on Hand \$17,897.77



Ji has debited out the playground money

Required cash \$8k per bylaws

-Ji Terracina confirmed with the communications team that the committee has enough funds for the Spring meet up (March 4th). Sarah Dague confirmed they are good. Ji acknowledge receipt of request for the communications' budget increase next year and would like to hear more about potentially having a recruiting event fall under communications. Danielle Dobecka suggested an after-hours or during school hours (to allow for more a recruitment focus vs. a kid's event). Ji asked Martha Ceron (Spirit Day Chair) if she had any upcoming expenses and Martha said she will spend her budget toward the end of the year on the final Spirit Day prize of popsicles.

III. Programs – Maria Fernanda De la Fuente

-Maria introduced herself as the VP of Programs (2 girls (pre-k and 2nd) Engineer, Stay at home, more flexibility with her schedule). She is excited to help other VPs with events this spring.

-It was suggested that Spirit Fridays were every Friday to increase utility and sales of Spirit Wear.

-Movie Night Update – Katey DeFreitas reported the success of the K-POP movie night! Half the school size and we exceeded our profits (\$1000). Takeaways: fun at the high school, next year at our gym.

IV. Fundraising – Molly Durel

-Silent Auction updates: neighborhood baskets are good to go (6 baskets), all items needed by 03/01/2026, silent auction opens 03/13/2026 closes on 03/27/2026. We need to get more communications out regarding the grade level baskets. Danielle Dobecka to reach out to room parents.

-Mrs. Howard asked that the inflatables to be dropped off by 1:30-2pm to not disrupt the flow of dismissal. Mrs. Howard confirmed no recess scheduled after 1:30pm.

-The Bonanza committee decided that Bonanza will be cashless. Taylor suggested the following wording be used in the flyers and promotional materials “Credit card payment only!”

-The Bonanza committee decided that tickets will be \$20 presale, \$25 at the door, 4 and under are free. Katey DeFreitas suggested having an iPad available for non-tap transactions.

-Molly Durel provided an update on Spirit wear sales from the valentine's exclusive shirts and sweatshirts. Total income was \$808. Molly will be exploring new vendors for spirit wear this spring and will be using their services for ordering and sorting to reduce the burden on the PTO.

V. Communications- Sarah Dague

-Social Media- promote your stuff and send it to Sarah Dague via google form. Lynsey did a great job taking pictures and writing a small blurb about the Academic Outreach event in January. This shows the community what the PTO is doing for the school. The PTO board needs to be better at promoting the good work that is being done.

-Katey DeFreitas suggested having an assigned photographer for events so that photos are captured of the setup and during the event. Tiffany Bolton shared that there are no yearbook photographers this year because the yearbook team gets better pictures from parents via social media (ie. Facebook).

VI. Services – Lynsey Irvine

-Teacher Appreciation luncheon today.

-Yearbook marketing and sales are moving along. 03/01/2026- yearbook orders end; ahead of sales from last year Lynsey to circle back with Bre next week to provide a number to Jostens.

-Teacher Grants: The team is at the fulfillment stage; Howard and Taylor communicating for storage. Taylor will be purchasing the items and will be reimbursed.



-School Supplies: Lynsey is working with both EPI (giving us a quote) and Edukit (requested changes from teachers).

Lynsey shared that there were some issues at Meet the Teacher because there was no special needs box. It was suggested that the grade level box will accommodate the students with special needs. Mrs. Howard to check with Ms. Hake regarding special needs supplies.

VII. Principal's Update- Sarah Howard

-STAAR lunch for staff, the meeting team agreed to pay for a teacher luncheon on 04/28/2026 during STAAR testing. Mrs. Howard will procure and provide an invoice to the PTO. Motion to approve lunch to teachers on 04/28/2026. D. Dobecka approved and Tiffany Bolton seconded.

-Summer Move/ Storage

- CISD has created a storage area by the center of the bus ramp.
- Teachers will need to pack up their classrooms before the last day.
- Ji Terracina suggested having parent volunteers help with packing. This will be discussed more as the date comes closer.

Meeting Adjourn 1:48pm.

Taylor Parmigiano motioned to close the meeting and Danielle Dobecka seconded.

Meeting Attendees:

Katey DeFreitas, Kristen Walker, Sarah Dague, Brittany Althouse, Martha Ceron, Gail Wilson
Maria Fernanda De la Fuente, Lynsey Irvine, Danielle Dobecka, Molly Durel, Ji Terracina, Holly Elledge,
Sarah Howard, Taylor Parmigiano, Tiffany Bolton

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