

## **PTO AUGUST Meeting Minutes**

Friday, August 8, 2025

Called to order at 12:12 pm

### **I. Call to Order**

- a) Motion to move the Principal's update to the end of the meeting (Motion made by Danielle Dobecka, 2nd from Molly Durel)

### **II. Programs Update**

- a) Cub Camp, Teddy Bear Tea, Meet the Teacher, and Bobcat Bash are on this Monday, 8/11. We are still in need of volunteers for balloon prep in the gym from 8:00am to noon on Saturday, 8/9.
  - i. Communication is needed from the PreK team on how to support them for the Cub Camp. Danielle Dobecka and Tiffany Bolton will follow up with the PreK team following the conclusion of the meeting.
- b) Monster Mash will take the place of trunk or treat this year and will be inside the school.
  - i. We are going to need a lot of volunteers for the Monster Mash on 10/24. Samantha Hoppe needs a minimum of 10 volunteers to help set up the event from 3-6pm and an additional 10 plus volunteers for the event from 6-8pm.
  - ii. There are also two more Design Lab days where we will be creating the event decor. Parents and students are welcome to join.
    1. Tuesday, August 26th, 3:30pm - 5:30pm in the gym
    2. Tuesday, September 30th, 3:30pm - 5:30pm in the gym

### **III. Fundraising Update**

- a) Sponsor Update: We have already exceeded our sponsorship fundraising goal for this year. The fundraising team has raised \$25,300 in sponsorship.
  - i. Gold Sponsors with a donation of \$5,000 are Waste Connections, America's ER, & Urgent Care, and Showtime Orthodontics.
- b) Spirit Wear: We have had a very successful spirit wear campaign with sales already surpassing last year's numbers.
  - i. We have limited on hand inventory to be sold in person on 8/11 at all the back to school events. There will also be inventory from previous years to be sold in person at a discounted rate to be determined by Molly Durel and Danielle Dobecka.
  - ii. The next pre-order for spirit wear will be as follows:
    1. The online store will open for in person sales only the morning of 8/11 for PreK Cub Camp and will close at the conclusion of Bobcat Bash that evening. These sales will be tax free.
    2. The online store will open for home purchases 8/11 at 8pm and will close at 11:59pm. All sales captured during this time will also be tax free.
    3. The store will then reopen for a final time on 8/12 at 8am and remain open until 8/22 at 11:59pm. These sales will include sales tax.
    4. All orders placed on this second preorder will be filled by the end of September.
- c) Committee Recruitment will continue once school starts.



#### **IV. Services Update**

- a) Academic Outreach: All positions on this committee remain open.
- b) Beautify Bush (Environmental): New plants were planted today with mulch to be delivered tomorrow.
- c) Staff Appreciation: Our first luncheon is Chick-fil-a on Monday, 8/11. The room has been pre-decorated and the team is handling pick up and display.
- d) School Supplies: Delivery of school supplies was well executed. Staff Paraprofessionals have been delivering supplies to classrooms.
  - i. Taylor printed for the distribution of school supply kits. Some of the students had two labels while others only had one. It was clarified that the students with two labels purchased one school supply kit and one pair of headphones.
- e) Yearbook: A meeting is set with our new yearbook rep on Monday, 8/11 to finalize our contract.
  - i. Photographers: We successfully used our social media platforms, our vendor's direct photo upload link, and our teachers to source the majority of the photos used in the yearbook last year. The discussion has begun to consider not having grade level photographers this year but to instead continue to utilize the avenues above. It was proposed that we also use our room parents for photos as they are more likely to be on campus, in the classrooms, and attending field trips.

#### **V. Communications Update**

- a) Room Parent Email and Handbook: The Grade Level Coordinator and Room Parent are all selected by the Teachers. Teachers have requested to have more time to pick their Room Parent. Volunteer training will continue as scheduled with a Room Parent Training at a later date.
  - i. The Teacher favorite things survey will be sent by Danielle Dobecka to be added to the website for parents to access. The survey is to include dietary restrictions and a link for their wish lists among other favorites.
- b) General PTO Meeting: There were two options for speakers at the meeting presented. We would like to have both of them speak depending on availability and time.
  - i. Carol Durkee was the 2000-2001 Bush PTO President. Carol has an extensive background in non-profit including the Junior League.
  - ii. Dr. McCord from CISD to speak about the construction of the new gym. Ms. Howard said she would reach out.
- c) Family Engagement: The fall meetup is on 9/18 from 3:30pm-4:30pm. Carrie proposed an indoor science themed mingle where students along with their parents would rotate around the gym doing simple science experiments. The gym is used for bus dismissal after school and might not be a viable option. This has been tabled for continued discussions by the committee.

#### **VI. Treasurer Update**

- a) Sponsorships to Date: \$25,300
  - i. Please note that there is an online link for companies to donate but we do have to pay credit card fees on these donations.
- b) Spirit Wear Sales to Date: \$10,449 (Goal is \$15,000)
  - ii. We only need to sell 14 more memberships to meet our goal.
- c) Please hand in expenses and pay attention to your budgets! Please remember that the payout for Bush Programs is highly dependent on our fall fundraiser.



- d) Two unauthorized ACH payments were made from our bank account to Prosper. (Please note that we do not send money out of our account. We strictly only write checks due to the paper trail.) The first withdrawal was on 7/15 for \$481.93 and the second was on 7/29 for \$501.20. The bank has “temporarily” returned our money pending investigation.
- e) Net Revenue: \$19,172.41
- f) Cash on Hand: \$37,835.37

#### **VII. Principal's Update**

- a) Teachers are back on campus this week. There is some stress regarding the new bluebonnet curriculum as they begin to dig in.
- b) Class Lists will be emailed out today, 8/8 starting at 3pm.
- c) The gym is moving forward with the construction fence already in place. Currently waiting on the final plans to be approved. The bus ramp will be closed from 9am to 2pm as construction begins.

#### **President's Update**

- d) This year's executive board has had a few changes and is as follows:
  - President: Taylor Parmigano
  - Parliamentarian: Tiffany Bolton
  - Secretary: Breanne Jovanovic (Moved from VP of Services)
  - Treasurer: Ji Terracina
  - VP of School Relations: Danielle Dobecka
  - VP of Programs: Samantha Hoppe
  - VP of Services: Lynsey Irvine (Filled Vacancy)
  - VP of Fundraising: Molly Durel
  - VP of Communications: Sarah Dague
- e) This year, we will be focusing on branding. Ensuring that our parents see a cohesive message across all platforms. Be sure to include our logo on everything we as a PTO put out.
  - i. Profiles in Canva are being created for all of the go to graphics and fonts
  - ii. Ms. Howard would like to see and approve EVERYTHING before it goes out

Meeting adjourned at 1:17pm (Motion by Danielle Dobecka, 2nd by Ji Terracina)

***Attendees: Breanne Jovanovic, Taylor Parmigano, Samantha Hoppe, Sarah Dague, Holly Elledge, Carrie McGehee, Molly Durel, Danielle Dobecka, Ji Terracina, Tiffany Bolton, Rebecca Wills, Sarah Howard.***

