

PTO JANUARY Meeting Minutes

Friday, January 10, 2025

Called to order at 9:32am

I. Approval of Board Meeting Minutes

- a) Approval of December Board Meeting Minutes- forgot to get approval, the approval will need to move to February Board Meeting.

II. Principal's Update

- a) Issues on playground equipment being addressed. CISD called in December regarding broken equipment. They decided we needed to put in a cork order for a contractor to come out and give us a bid. Waiting for this to happen. Multiple parents discussed the hazard this equipment has, especially for the afterschool crowd. Lizzy is going to see what we can do in the meantime as a Band-Aid.
 - i. School likely responsible for the repairs; PTO may be approached for funds for this repair.

III. President's Update

- a) New Parliamentarian appointed with the Tessa Stuckey resignation. President appointed Jennifer Kahn, mother to 2nd grader and kinder boys. Jen will oversee the nominating committee (5 people total) to identify/recruit new 2025-26 PTO executive board.
 - i. Nominating Committee: Jennifer Kahn, Rebecca Bittinger, Tiffany Bolton, Athena Athanasiou and Breanne Jovanovic.
 - 1. Motion for the approval of this committee - Dawn Dellinger made motion, Taylor Parmigiano seconded.
- b) Position we will need to fill next school year are VPs for Programs, Communications, Secretary and President. Staff Appreciation committee will need new members.
- c) Option for an EXXON Grant that can be in line with STEM initiatives. Can be \$250-\$10,000, but we have to apply and give detailed expenses that we would want to use this money for. Should we move forward? Mrs. Thompson said we have to send it through CISD to Dana Boyer for approval. Though the PTO is who will apply because it has to be a non-profit organization. Jackie sending to Lizzy today. There is no deadline, but they will stop accepting applicants once pool of money is all used.

IV. Fundraising Update

- a) Bonanza- Looking at food options for Bonanza since this is a hefty cost. Kelly Crabtree is working on this committee. Suggestions were Spring Creek BBQ and Cocina de Roberto.
 - i. Silent auction committee – looking for some members who would be willing to take on 20 or so vendors to contact over the next couple months. It's a great step to get involved in the PTO without taking too much on.
 - ii. We have sponsorship money from Platinum sponsors that can be used for Bonanza food.
- b) Socials were brought up as a potential for new dollars and bringing community together. Ideas were shared with Lizzy. Biggest caution is doing something where alcohol is involved. Work on gauging interest for this. Would be a ticketed event and host would be responsible for cost.
- c) Spirit Wear Inventory - Have a ton of inventory still available (@ \$5,000) will sell remaining inventory at Movie Night for a steep discount, cash only. Potentially sell at Bonanza if we don't sell out at Movie Night.



- d) Spirit Nights - Completed Spirit Nights: November: \$170 from Papa John's/ \$295.90 from The Learning Express, December: \$97.43 from Magnolia DripBar
- e) Future Spirit Nights: Monday, January 27, 4pm-9pm, Crust Pizza in Alden Bridge, Tuesday, February 25, 4pm to Close, El Chaparro in Alden Bridge, Friday, March 21, 7pm-10pm, Cypress Academy The Woodlands, Thursday, April 10, 4pm-8pm: Jersey Mike's on Woodlands PKWY, Monday, May 12: Woodson's Local Tap & Kitchen.

V. Programs Update

- a) Kacie working on food trucks, raffle items and movie selection. Movie Night is 2/7 @ Mitchell Intermediate.

VI. Services Update

- a) Teacher Grants: Orders placed, shipping imminent. Invoices collected, submission to treasurer by next week. Mrs. Thompson sent info to all grades on what they were approved for.
- b) Yearbook Sales: 175 copies sold (98 online, 77 spirit wear). 3 ads sold (\$160). Online price updated to \$40 (base price).
 - i. Jostens Online Ordering: • Yearbook ads: \$80 (half-page), \$40 (quarter-page). Online ad creation simplifies design process. PTO membership and student questionnaire pages reserved. Photo Share: Link and QR code provided. Parents urged to include names, grades, and teacher names for photo organization. Advertising: Creating banner and posts for grade-level Facebook page usage. Jostens flyers to be distributed after approval. GLCs to share ordering information. Collaborating with Tiffany on graphics and verbiage. Design: Marisa developing yearbook backgrounds. Layout pages being filled. Meeting with Jostens rep on Tuesday (January 14th) for class portrait guidance. Tiffany obtaining school photos and rosters. Cover artwork submitted to Jostens, proof pending. Next Steps: Drafting social media advertising and GLC information in collaboration with Tiffany.

VII. Treasurer Update

- a) Hit goals for fundraising with 5 months still to go! Great job team! One expense that is off is the “promotions and prizes” but we were able to get sponsorship from a parent of \$3000 to cover majority of this cost. Corporate matches are still coming in, YTD we have brought in about \$2500. Ji caught an error in our tax id number! Likely in years past the matching donations were going to a general CISD fund vs back to Bush specifically. Fixed that issue so we should have no issues moving forward.
- b) \$550.25 in interest earned from our recently purchased CD. Our refresher date is 5/10. We will have 10 days to determine if we reinvest or take the cash out.
- c) Important Numbers to keep watch of:
 - i. Total Revenue: \$118,926.74
 - ii. Total Expenditures: \$117, 210.65
 - iii. Net Operating Revenue: \$1,716.09
 - 1. Net Revenue: \$2, 291.55
 - 2. Cash on Hand: \$131,111.00

Attendees: Dawn Dellinger, Jackie Aker, Ji Terracina, Danielle Dobecka, Taylor Parmigiano, Kacie Janasch, , Lizzy Thompson, Kelly Crabtree, Latoya Small, Rebecca Bittinger, Rebecca Wills, Samantha Hoppe, Molly Durel.

