

## **PTO November 2025 Meeting Minutes**

Friday, November 14, 2025 at Noon | Activity Room at Bush Elementary School  
Called to order at 12:11 pm

Motion was to move the to Programs update to the top of today's agenda.  
Motion made by Taylor Parmigiano; Second by Danielle Dobecka

### **I. Programs Update**

- a) Monster Mash - Update Provided by Taylor Parmigiano and Lynsey Irvine in the absence of Samantha Hoppe
  - i. Thank you to all our Volunteers given by Lynsey Irvine
    1. Lynsey expressed her gratitude to all the new moms that helped out with the event. She highlighted that many of the new moms have experience and skills that could benefit the school community so keeping them engaged is key. Lynsey also shared the key to the success of the event was the teen volunteers. They were dedicated. Many came in costumes and stayed later to help with cleaning up.
  - ii. Candy Drive given by Lynsey Irvine
    1. It is imperative to start the candy drive early. The Monster Mash did NOT run out of candy during the event. The Bush PTO did closely monitor the amount of candy being distributed and the location of the candy throughout the event.
  - iii. Formal Appreciation given by Taylor Parmigiano
    1. Lynsey Irvine
      - a. Samantha wanted to express a formal appreciation to Lynsey who brought her idea of the Monster Mash to life and worked tirelessly on the event.
    2. Volunteer Spotlight
      - a. In recent PTO newsletters, the Monster Mash team was recognized for their efforts on the event.
  - iv. Movie Night Update Given by Katey DeFretas
    1. Movie Night will be Friday, February 6th from 5:30pm-8:00pm
    2. Location: The Woodlands High School Gymnasium (Reserved; Confirmation by Mrs. Howard)
      - a. Katey will follow up with Mrs. Howard via email with requested information that will include: follow up on AV equipment, tables/chairs, and custodial support request.
    3. Fundraising Request / Budget
      - a. Clarification on budget was requested and confirmed to be \$400 by Danielle Dobecka. This event is not a fundraising event. Creekside Pediatric Dental is the Movie Night sponsor however the sponsorship money goes into the sponsorship fund to be distributed to many PTO activities including Movie Night.
      - b. There are several ideas for the theme and the committee discussed possibly passing out glow sticks.



- c. The committee is unsure if there is AV equipment in the gymnasium. They are exploring vendors to potentially provide the needed equipment.
- d. The committee plans to sell concessions (candy and popcorn). In an effort to reduce costs, they are asking local movie theaters to donate the popcorn.

## II. President's Update - Taylor Parmigiano

- a) President's and Principals Meeting Review
  - i. Taylor recently attended a meeting with Mrs. Howard to meet the new superintendent, Dr. David Vinson. Taylor shared that she spoke privately with Dr. Vinson and he is enthusiastic and working tirelessly for the district. There will be a future President's and Principals meeting where more information will be provided.
- b) Status of Construction
  - i. The underground piping and foundation are complete for the new gymnasium.
  - ii. The metal frame will be up within a week.
  - iii. They are proceeding with the circuit training equipment installation and the shade cover over the blacktop.
  - iv. The Pre-K playground is complete.
    - 1. Taylor asked Mrs. McGhee if she could show the meeting attendees the new playground and pour and play.
    - 2. Lynsey asked if CISD had repaired the water pipes under the playground area. Taylor informed us that CISD had not repaired the water lines and that they had no intention of having a garden area in the Pre-K playground area.
- c) Playground Update
  - i. Taylor and Mrs. Howard met with Courtney Rogers from CISD to discuss the status of the playground. CISD does not currently have funds to renovate the current structures.
  - ii. Courtney reviewed the current play structures and suggested that the Bush PTO replace the spiderweb structure as they are no longer able to replace the broken parts. Mrs. Howard agrees with this plan. Courtney believes the new play structure could cost \$8k-\$9k. If it remains under the \$10k threshold, it would not require approval from the school board.
    - 1. Taylor has not received formal quotes from Courtney. Upon receipt, Taylor will provide the board with the information. The board will then vote on the purchase of the new equipment.
    - 2. Taylor explained that this new piece of equipment was recently installed at another elementary in the district and the students are enjoying it.
  - iii. Spiderweb Removal
    - 1. CISD has agreed to have the gym construction team demo the spiderweb at no cost to the Bush PTO; this is a \$7k cost savings.
    - 2. Removal set for the week of 11/17/2025
  - iv. Pour and Play / Next Steps with the District
    - 1. During the playground review meeting with CISD, Courtney shared that CISD has recently put pour and play at many campuses and would like to put it in at Bush to remove some of the dirt on the playground. CISD



suggested an option that the Bush PTO purchase pour and play for approximately 1/3 of the playground at an approximate cost of \$120k. Taylor has requested quotes for the pour and play. The quote was requested for the area from the fence line by the flagpole to the mulched area and then back towards the gaga pit.

2. Danielle expressed concern about how the pour and play would be incorporated into the larger plan for the playground if the Bush PTO were to purchase it now. She asked if CISD could provide renderings of the entire project versus the PTO just piece-mealing the playground together. Taylor shared the example given by Courtney that there may only be five full playground options approved by CISD and since CISD currently has no funding for a playground renovation, they cannot provide us with a long term playground plan.
3. Danielle asked if CISD could provide any additional information on the amount needed for the entire renovation, not just the pour and play. Taylor said she is working with CISD to get this information.
4. Danielle confirmed with the board that this spending would have to be approved by the full PTO, not just the executive board.
5. Danielle suggested that PTO collect all the needed information from the proposed renovation and present a plan at the general meeting in April and ask the meeting attendees to vote. Taylor explained that this pour and play could occur as early as Spring Break if the PTO board acts now. Ji expressed concern with that timeline since it normally takes much longer to get CISD vendors and suggest we do not keep our assets liquid in hopes of a spring break installation.
6. Molly expressed concern about the pour in play because at the general meeting earlier this year, CISD said that our playground was not a candidate for pour and play due to drainage issues. The board would need to follow up with CISD on this concern.
7. Sarah suggested an electronic vote if needed or a special meeting.
8. Next steps: Taylor will continue to work with Courtney and CISD to request quotes and structure information.

### **III. Treasurer Update - Ji Terracina**

- a) Budget Update MTD October
  - i. Total Revenue: \$65,703.17
  - ii. Total Expenses: \$21,716.10
  - iii. Net Operation Revenue: \$43,987.07
  - iv. Cash on Hand: \$122,586.29
- b) Bike Racks Request
  - i. Ji would like to proceed with the bike racks directly from U-Line at a cost of \$4,950 for nine bike racks. Ji expressed that she would like to proceed with the purchase of the bike racks with urgency since Mrs. Howard requested them in September.
  - ii. Courtney told Taylor yesterday that she could get better pricing on the bike racks. Taylor is to follow up with Courtney on pricing. If Taylor does not receive a response from Courtney by Wednesday, we will move forward with the purchase through U-Line.
  - iii. Next Steps: Taylor to follow up with Courtney; Ji will send more information on the bike racks to the board and ask for a vote via email



- c) CD1 Maturity 11/16/25
  - i. Current balance of this CD is approximately \$52k
  - ii. Ji recommended rolling this mature CD into a new CD. Taylor proposed a vote. The board voted *UNANIMOUSLY* on 11/14/2025 to roll the maturing CD into a new CD and add an additional \$80k to the principal amount.
- d) CD2 Maturity 12/22/15
  - i. Danielle suggested putting this CD back into cash on hand and adding more from the current cash on hand into the new CD from the maturation of CD1 on 11/16/2025. The board voted *UNANIMOUSLY* on 11/14/2025 that the balance of the CD maturing in December 2025 will be transferred back into Woodforest checking account.
  - ii. The president, treasurer, and secretary will continue to monitor these accounts.
- e) Access to all revenue generation activity
  - i. Ji needs access to yearbook and school supplies logins to track monthly sales and update budget numbers in a timely manner.

#### **IV. Fundraising Update - Molly Durel**

- a) Takeaways from Bucks for Bush
  - i. Molly requested that all board members provide feedback regarding the fundraiser.
  - ii. Molly expressed her appreciation for the board's support during the fundraiser and said it was a success.
  - iii. Molly asked if we could still do the teacher mascot race since we did not earn it. Danielle suggested we do it on Field Day. The meeting group agreed and Danielle will follow up with Coach Renetzky and Mrs. Howard.
- b) Jingle Bell Run
  - i. The next committee meeting is scheduled for 11/17/2025 at 1:45pm. Taylor asked to be invited and Molly will send out invitations.
- c) Sweatshirt Spirit Wear Sales
  - i. Molly proposed the idea of a single item run of the green "The Woodlands" embroidered crewneck sweatshirts. This would be advertised to ALL elementary schools and management.
  - ii. North Houston Athletics would oversee the ordering. This would be a trial run to have all spirit wear ordering, organizing, and sorting go through NHA versus the burden being placed on the PTO committee members.
    - 1. Danielle shared that this would reduce the profit per item but could allow the PTO more time to spend on other income-earning activities.
    - 2. Molly also shared that this would allow for the spirit wear to be for sale throughout the year and allow for special items (Valentine's Day shirt).
  - iii. Taylor agreed with this plan and suggested she could reach out to her contacts at other elementary schools PTOs.
  - iv. Danielle discussed a possible profit share to make it more appealing to school. Katey said other schools could just create their own.
  - v. Next Steps: Danielle and Molly to work on language for sale.
- d) Silent Auction Committee
  - i. Molly said that once the Jingle Bell Run is done, we will need to start working on the silent auction and Bonanza planning.



## **V. Communications Update - Sarah Dague**

- a) Updates and Requests

## **VI. Services Update - Lynsey Irvine**

- a) Staff Appreciation - December sign up genius
- b) Academic Outreach - January 23rd, 20206, Crocodile Encounters
  - i. Lynsey confirmed the date but is still in need of confirming timing with administration. Mrs. Maier confirmed that the only time available for the program is 2pm-2:45pm due to the PE and lunch schedules.
- c) Yearbook
  - i. Lynsey expressed concern about yearbook sales. It was suggested to utilize the next price increase as a push to increase sales.
    1. Tiffany also suggested we reach out to Jostens for signs and fliers.
    2. Katey suggested we utilize room parent messaging more and ensure they include it in the regular communications.
    3. Danielle suggested an internal deadline for a percentage of sales.
    4. Danielle suggested possibly asking Mrs. Howard to send a text. Taylor warned that we do not want to do this too frequently as it will lessen its effectiveness.

## **VII. School Relations Update - Danielle Dobecka**

- a) Watch DOGS Program
  - i. Danielle asked for more dads to volunteer. It is still in the Bush Banner.
- b) Paws for Applause
  - i. Danielle shared that Molly and Ji came up with a new way to recognize (non-board member) PTO members that are stepping up and helping the Bush community. Danielle shared that the first one would go out this week.

Meeting Adjourned at 1:44pm

Motion by Danielle Dobecka; Second by Taylor Parmigiano

***Attendees: Molly Durel, Sarah Dague, Tiffany Bolton, Lynsey Irvine, Katey DeFreitas, Martha Ceron, Angie McGhee, Emily Maier, Taylor Parmigiano, Ji Terracina, Danielle Dobecka***

