



TMHS ARC/PTO

Tomball Memorial High School Academic Recognition Club/Parent Teacher Organization General Meeting

In attendance: Ashleigh Elsherif, Nae Davis, Veronica Goebel, Jill Haywood, Jennifer Collier, Melyssa Bordelan, Robin LaRue, Sabita Bikki, Tara Ranson, Channa Jones, Tara Powell, Melissa Money

Call to Order 9:37am

Approval of Minutes motion by Jill Haywood, seconded by Veronica Goebel

Adjourned 10:36am

Reports of Boards and Standing Committees

I. President (Melyssa Bordelon)

- a. Holiday Event - pictures with Santa and CFA Santa Cow
- b. Spring Fundraiser ideas
- c. Calendar Committee Volunteer - Tara Powell will take this!
- d. Tomball Star BEC kids request to volunteer for discussion - can we do a waiting list if the spots fill
- e. Position Guides for next year - if you have an official PTO position, please create a guide for next year even if you intend to return for next school year
- f. \$269 annual fee to subscribe to the paid version of concession shift sign ups, to help manage scheduling and prevent last-minute call outs. The paid version allows custom email reminders, blocks cancellations 48 hours out, and offers several more administrative options like waitlists, etc. Is it cheaper to do the membership monthly instead of paying for the whole year? Add a student volunteer coordinator for each club to keep track of cancellations and subs?

II. Treasurer (Jill Haywood)

See the budget summary and concessions income breakout at the end of this document.

- a. We are almost halfway to meeting concessions income for the year, and basketball season should bring in more than volleyball season.
- b. iPad update?

TMHS ARC/PTO	
Financial Summary October 1, 2024 - October 31, 2024	
Checking Account - Beginning Balance	\$19,008.61
Income	12,578.37
Expenditures	(13,138.13)
End Balance	\$18,448.85

III. VP Membership (Robin LaRue)

- a.

IV. Hospitality (Veronica Goebel)

- a. November teacher/staff pumpkin bread update - signup genius is almost filled.
- b. December coffee bar - sticking with k-cups. 400 needed, will be asking for parent donations the first week back to school. Date TBD - checking on Wednesday 12/11.
- c. Teacher appreciation Tumble 22 pies were a hit, and they were easy to work with.
- d. Teriyaki Madness might be a good partner for bulk lunch orders.

V. Spirit Nights (Sabita Bikki)

- a. This month Chick-Fil-A Spirit Night was on 11/13 . Earned \$280.60.
- b. Next month Spirit Night is on 12/05 at CFA Jones.

VI. VP Concessions Buyer (Nae Davis)

- A. Will order one chocolate at a time because they sell slower, continue to buy sour candy multiple boxes at once.

VII. VP Concessions Manager (Tara Ranson)

- a. Tara will be out: 12/2, 12/13 (leave at 6pm), 1/3, 1/21 (leave at 5pm).

- b. Don't prepare any food after halftime for the last game - not many people leave the gym for concessions during the second half. Adults closing need to release the students no later than 8pm - they can choose to stay.

VIII. Communications (Shannon Lewis)

- a. All graphics that need to be in the wildcat weekly must be submitted by end of day on the Wednesday before to grantgranquist@tomballisd.net - Please submit your own graphics in case I do not see it.
- b. If you want a graphic in Peachjar, upload to the drive or send to Melyssa as they have to be submitted on Mondays and Thursdays for distribution on Tuesday and Friday. It is under Melyssa's personal email which will be changed for next year to the PTO email and will be under communications moving forward.

IX. Sponsorships/Donations (Janet Lunsford)

- a.

X. VP Rewards/Recognition (Tara Powell)

- a. October reward lunch went great. We made a few adjustments after A lunch and all went well. We served 1,860 students and 80 teachers. We got a good response for monetary and actual donations. HUGE thank you to Mrs. Collier for sharing and a few social media posts. After all expenses, PTO paid \$7,089.05.
- b. The next lunch is January 31st. TMHS is buying sandwiches, we will ask for chips and desserts to be donated from parents. Will also check with HEB and Frito Lay.
- c. Shoe room notes - I added a shoe room folder on the google drive and wrote notes for next year.

XI. Principal Points (Mrs. Collier)

- A. TMHS budget is paying for January reward lunch sandwiches
- B. 12 days of Christmas dress up days - wants to do something for staff every day, so let her know what day we'll be here for staff
- C. School communication is to respect family wishes and privacy, students have individual support any time they need it.

XII. Other Business

- A. Update on concession stand at TISD stadium? We are #10 on the list. We still need to prepare in case we get a spot. Ages 16+ can volunteer, we need 9 people to run one stand. GLJS already posted asking for volunteers, and they are #6 on the list.

XIII. Old Business

TMHS ARC/PTO 2024-2025 Budget							
Incoming Balance							
		Budget	July 2024	August 2024	September 2024	October 2024	Cumulative Total
INCOME							
Concessions		\$ 28,000.00	\$ -	\$ 2,972.28	\$ 5,943.30	\$ 4,157.77	\$ 13,073.35
Corporate Donations		\$ 1,500.00	\$ -	\$ 1,000.00	\$ 1,200.00	\$ -	\$ 2,200.00
Other Income		\$ -	\$ -	\$ -	\$ 5.00	\$ -	\$ 5.00
PTO Memberships		\$ 2,800.00	\$ -	\$ -	\$ 1,135.00	\$ 125.00	\$ 1,260.00
Rock the Block - Pizza/Water		\$ 1,700.00	\$ -	\$ -	\$ -	\$ 2,181.68	\$ 2,181.68
Rock the Block - VIP Tent		\$ 2,800.00	\$ -	\$ -	\$ 300.00	\$ 2,845.00	\$ 3,145.00
Spirit Nights		\$ 1,000.00	\$ -	\$ -	\$ 200.00	\$ -	\$ 200.00
PTO Donations						\$ -	
General		\$ 1,000.00	\$ -	\$ 154.95	\$ -	\$ 119.92	\$ 274.87
Hospitality		\$ 1,000.00	\$ -	\$ 327.00	\$ 640.00	\$ 40.00	\$ 1,007.00
Rewards Lunch		\$ 1,000.00	\$ -	\$ -	\$ -	\$ 2,709.00	\$ 2,709.00
Teacher ChickFILA		\$ 650.00	\$ -	\$ -	\$ -	\$ 400.00	\$ 400.00
TOTAL INCOME		\$ 41,450.00	\$ -	\$ 4,454.23	\$ 9,423.30	\$ 12,578.37	\$ 26,455.90
EXPENSES							
Administrative		\$ 1,000.00	\$ 110.00	\$ -	\$ -	\$ 120.00	\$ 230.00
Concessions		\$ 13,000.00	\$ -	\$ 2,272.82	\$ 2,219.59	\$ 865.25	\$ 5,357.66
Concessions - Opening Float		\$ 300.00	\$ 300.00	\$ -	\$ -	\$ -	\$ 300.00
Hospitality		\$ 2,000.00	\$ -	\$ 202.96	\$ 381.87	\$ 403.24	\$ 988.07
Rewards Lunch		\$ 20,000.00	\$ -	\$ -	\$ -	\$ 10,198.05	\$ 10,198.05
Rock the Block - Pizza/Water		\$ 1,500.00	\$ -	\$ -	\$ -	\$ 1,297.35	\$ 1,297.35
Rock the Block - VIP Tent		\$ 500.00	\$ -	\$ -	\$ -	\$ 254.24	\$ 254.24
Scholarship Fund		\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
TMHS Donation		\$ 2,150.00	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES		\$ 41,450.00	\$ 410.00	\$ 2,475.78	\$ 2,601.46	\$ 13,138.13	\$ 18,625.37
		\$ -	\$ (410.00)	\$ 1,978.45	\$ 6,821.84	\$ (559.76)	\$ 7,830.53

Income/Expense Category		SUM of Amount
Expense	Administrative	\$ (120.00)
	Concessions	\$ (865.25)
	Hospitality	\$ (403.24)
	Reward Lunch	\$ (10,198.05)
	Rock the Block	\$ (1,297.35)
	VIP Tent - Rock the Block	\$ (254.24)
Expense Total		\$ (13,138.13)
Income	Concessions - Income	\$ 4,157.77
	PTO Donations - General	\$ 119.92
	PTO Donations - Hospitality	\$ 40.00
	PTO Donations - Reward Lunch	\$ 2,709.00
	PTO Donations - Teacher ChickFILA	\$ 400.00
	PTO Memberships	\$ 125.00
	Rock the Block - Pizza/Water	\$ 2,181.68
	Rock the Block - VIP Tent	\$ 2,845.00
Income Total		\$ 12,578.37
Grand Total		\$ (559.76)

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See attached page for details	
Notes:	

Sport	Cheddar Up	Cash	Gross Profit	Date	Day	Opponent	Adult 1st Shift	Adult 2nd Shift
Schedule Pick Up	\$70.00	\$8.00	\$78.00	8/1/2024	Thur		Tara R	Nae
Freshman Orientation	\$0.00	\$10.00	\$10.00	8/2/2024	Fri		Board	Board
Volleyball	\$152.03	\$338.00	\$490.03	8/9/2024	Fri	Scrimmage *CU went down	Tara R	Tara P
Volleyball	\$469.50	\$352.00	\$821.50	8/13/2024	Tue	College Station	Heather Helmer	Misty Craven
Volleyball	\$610.75	\$419.00	\$1,029.75	8/20/2024	Tue	Ft. Bend Austin	Heather Helmer	Emily Kilian
Volleyball	\$720.80	\$543.00	\$1,263.80	8/27/2024	Tue	Lake Creek/Stratford	Heather Helmer	Misty Craven
Volleyball	\$306.50	\$374.00	\$680.50	8/30/2024	Fri	A&M Consolidated	Jennifer Westphal	Jill Haywood
Volleyball	\$606.00	\$397.00	\$1,003.00	9/3/2024	Tue	Magnolia	Heather Helmer	Camina Thomas Tara R. & Jill H
Volleyball	\$523.00	\$370.00	\$893.00	9/10/2024	Tue	Klein Forest	Heather Helmer	Misty Craven Katy Horton
Volleyball	\$856.00	\$915.00	\$1,771.00	9/17/2024	Tue	Tomball	Emily Kilian	Katy Horton
Volleyball	\$523.00	\$352.00	\$875.00	9/24/2024	Tue	Klein	Heather Helmer	Katy Horton
Volleyball	\$546.00	\$463.00	\$1,009.00	10/8/2024	Tue	Klein Cain	Shanna Hall	Tara & Andrew H
Volleyball	\$785.00	\$491.00	\$1,276.00	10/15/2024	Tue	Klein Collins	Shanna & Jill	Jill & Melyssa
Volleyball	\$611.50	\$619.00	\$1,230.50	10/22/2024	Tue	Magnolia West	Shalonda Chaddock	Anne Miller
Volleyball	\$651.00	\$548.00	\$1,199.00	10/29/2024	Tue	Klein Oak (Senior Night)	Megan Drake	Camina Thomas
	\$7,431.08	\$6,199.00	\$13,630.08					

Sport	Cheddar Up	Cash	Gross Profit	Date	Day	Opponent	Adult 1st shift	Adult 2nd Shift
G BB	\$420.02	\$316.00	\$736.02	11/1/2024	Fri	Woodlands	Jill & Nae	Jil & Nae
G BB	\$314.02	\$311.00	\$625.02	11/5/2024	Tue	Caney Creek	Melyssa	Tara R
VB Playoff	\$328.00	\$460.00	\$788.00	11/7/2024	Thur		Melyssa	Melyssa
G BB	\$334.03	\$247.00	\$581.03	11/8/2024	Fri	Mayde Creek	Anne Miller	Anne Miller
B BB	\$630.00	\$483.00	\$1,113.00	11/12/2024	Tue	Woodlands	Shanna Hall	Tara Ransom
B BB				11/15/2024	Fri	Grand Oaks	Sydney Morrison	Emily Kilian
B BB				11/19/2024	Tue	Cy Woods	Shanna Hall	Shannon Lewis
B BB				12/2/2024	Mon	Klein Cain	Katy Horton	Hollie Aranda
G BB				12/3/2024	Tue	Magnolia	Shanna Hall	Jennifer westphal
G BB				12/10/2024	Tue	Klein Forest	Lovely Marshall	
B BB				12/13/2024	Fri	Klein Collins	Lovely Marshall	Shannon Lewis
G BB				12/17/2024	Tue	Tomball	Hollie Aranda	Jessica Hernandez
B BB				12/20/2024	Fri	Magnolia West		Camina Thomas
G BB				12/31/2024	Tue	Klein	Hollie Aranda	
B BB				1/3/2025	Fri	Klein Oak		
B BB				1/10/2025	Fri	Magnolia	Camina Thomas	
G BB				1/14/25	Tue	Klein Cain	Megan Drake	Camina Thomas
B BB				1/17/2025	Fri	Klein Forest	Lovely Marshall	Camina Thomas
G BB				1/21/2025	Tue	Klein Collins	Camina Thomas	
B BB				1/24/2025	Fri	Tomball	Shannon Lewis	
G BB				1/28/2025	Tue	Mag West		???Lovely Marshall
B BB				1/31/2025	Fri	Klein	Lovely Marshall	
G BB				2/4/2025	Tue	Klein Oak	Lovely Marshall	Camina Thomas
	\$2,026.07	\$1,817.00	\$3,843.07					