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**TMHS ARC/PTO – MEETING AGENDA**

**Tomball Memorial High School**

**(Academic Recognition Club/Parent Teacher Organization)**

**October 18, 2021 9:00am LGI**

**Next Meeting: Monday, November 8, 2021 Called to order at 9:02**

In Attendance: Dr. Jeff Bailey, Dawn Rodriguez, Jill Haywood, Gloria Weber, Cindy Burns, Jen Riker, Amy Martin, Robin Larue, Daisy Cone, Mary Vatuna, Anne Miller

Reading the Minutes of the previous meeting [and their approval]

1. **Secretary (Jill Haywood)**

* Minutes from annual board meeting Monday, September 13, 2021
* Motion to approve: Jill Second: Cindy Burns Vote: All approved

Reports of Boards and Standing Committees

1. **VP Membership (Robin LaRue) $4521 (gross) as of 10/4/21**
   1. Membership to date: 216 as of 10/18/21

Families: 125

Staff: 91

Staff w/TMHS Students: 13

Businesses: 2 plus Just Love Coffee (Drink coin donations)

1. **Treasurer (Cindy Burns)** School Year to date 7/1/21 – 6/30/22

7/1/21 Bank Balance: $8497.42 School YTD Income: 8,182.99

9/30/21 Bank Balance: $10,954.36 School YTD Expense: 3,051.78

10/17/2021 Bank Balance: School YTD Net: $5,131.21

Comerica - $9,080.16 (Will be transferring $$ to WF as soon as checks come in.)

Wells Fargo – $2,254.74School YTD Income:

1. **Hospitality (Anne Miller) $54.88**
   1. 9/20/21 Open House Staff Dinner Expense$224 / Income$235
   2. Monthly bread drawings for PTO Staff Membership TBD
      1. Will need volunteer to help with this monthly activity
      2. Suggested a coffee cup with certificate from Just Love Coffee instead of bread
      3. Gloria Weber volunteered to help with this. There will be 10 given away.

Action Item: Follow up with Tracy on drink coins.

* 1. October 25th – hand sanitizers for staff $150 expense
  2. November 15th - Pumpkin Bread
  3. Staff Birthday Cupcakes Expense $54.88 /
     1. Anne will purchase cupcakes each time & get help wrapping as needed
     2. These are the tentative cupcake dates, and we will verify with Carrie that nothing has changed each month.

October 27, November 17, December 8, January 26, February 23, March 23, April 27, May 18 (include June birthdays) 260 staff, custodians and bus drivers

1. **Spirit Nights (Tracy Fletcher)**
   1. Sept 21st 630am-8pm Uno Dos Shakes $0 donating back to company
   2. Oct 6th Rock the Block $592.60
   3. Oct 28th Just Love Coffee
   4. Year Long – Your Teen Media (Destination College Series)
      1. 9/11/21 $49 payment thru PayPal to PTO
2. **Volunteer Coordinator (Jen Riker)**
   1. **Homecoming Shoe Room** 10/9/21 Expense $90.93
      1. Purchased 1000 brown paper bags ($90.93) for use by students to put shoes, phones, purses, jackets, etc
      2. 20 cafeteria tables were provided for our use. Coordinator set up tables with sign-in sheets and bags on tables numbered in sets of 25 at each table for a total of 500. Additional sets of numbers /bags were added to some tables
      3. 2 Shifts: 7:45 p.m.-9:30 p.m. and 9:30 p.m.-11:15 p.m.
      4. 16 Parent Volunteers signed up to help (8 at each shift)
      5. Volunteers make sure the students sign in when they receive a bag, and sign out when they take their belongings when they leave for the evening. In the future, more volunteers are needed for the 2nd shift because there are so many students collecting their belongings at the end of the evening. We want to make sure students aren't getting items from others' bags.
      6. Approximately 600 bags were used (several groups of friends shared bags)
      7. Extra bags (approximately 400) are being kept for use for next year

ACTION ITEM: Send Dr. Bailey a reminder to ask Student Council to pay for bags since it is their fundraiser.

* 1. **Reward Lunch** 10/15 sent signup genius for donations and volunteers
  2. **Concession Stand Volunteer Training**
     1. November 8th at the PTO meetings conclusion
     2. Training will be quick (procedure is much quicker without Covid protocol)
  3. **Upcoming Concessions**

10/8 FRI \*\*\*#KLEIN CAIN\* HOME 5:30 4:30 4:30 5:30

10/19 TUES KLEIN FOREST\* HOME X 4:30 4:30 5:30

10/19 TUES ST. AGNES HOME 5:30 X X X

10/26 TUES %KLEIN OAK\* HOME 5:30 4:30 4:30 5:30

1. **VP Concessions (open) YTD $4,880.03 EXPENSE $2,814.07 Net $2,065.96**
   1. Completed Concession Dates

9/7 TUES COLLEGE PARK HOME 5:30 4:30 4:30 5:30 $398.50/$92.25

9/10 FRI TOMBALL\* HOME 5:30 4:30 4:30 5:30 $562.50/$153.75

9/17 FRI KLEIN\* HOME 5:30 4:30 4:30 5:30 $469.25/$123.08

9/28 TUES ^KLEIN COLLINS\* HOME 5:30 4:30 4:30 5:30 $389.75/$205

10/8 FRI \*\*\*#KLEIN CAIN\* HOME 5:30 4:30 4:30 5:30 $474.65/$50.50

8/10 TUES PORTER HOME 5:30 4:30 4:30 5:30 $290.20/$77.50

8/13 FRI CY-CREEK HOME 4:00 5:00 6:00 x $371.75/$68.75/$5.81

8/20 FRI STRATFORD HOME 4:30 X X X $ $52/$19/$5.09

8/27 FRI CANEY CREEK HOME X 4:30 5:30 X $164.25/15.75

8/31 TUES CY-FAIR HOME 5:30 4:30 4:30 5:30 $374.75/$123

9/3 FRI CLEAR FALLS HOME 5:30 4:30 4:30 5:30 $333.50/$69.55

* 1. Minute Maid Lemonade – Volleyball players like it. If you see 6 packs in your local grocery store please buy and submit receipt to Cindy. (Drop them off during the game or call Dawn and she can pick them up from you.

1. **Communications (Shannon Lewis)**

Action Item: Add information about Destination College Series to the website and social media. Push PTO membership through November.

1. **AP Testing Hall Monitor Coordinator (Daisy Cone)**
2. **VP Rewards/Recognition (Amy Martin/Daisy Cone)**
   1. 10/8 END OF REPORTING PERIOD 1
   2. 10/22 Chick Fil A Student reward lunch Pd1
      1. 1427 qualifiers $5,408.33 (PALS 29? All included already except 4)
      2. 80% 1150 sandwiches $4,358.50
      3. Two SUV volunteers to pick up at Chick fil a at 10:15 & another two volunteers to pick up at chick fil a at 11:00am

10:15- Mary Vatuna and Gloria Weber, 11:00- Robin LaRue and Cindy Burns

* + 1. 1st lunch starts 11:07 Last lunch starts at 12:07 (volunteers should be done by 12:40)
    2. 1st Period Teachers will be placing wrist bands on each qualifying student on lunch day. Then PTO volunteers will cut bands off students as they pick up their sandwiches.
    3. Requested that any lunch bands that were not be distributed report quantity to Dawn or Office Staff before end of 2nd period 9:19 am. (if less than 277 bands are remaining, we will purchase additional sandwiches prior to lunch)
    4. Will need volunteers to return the bags to CFA. It will take more than 1 SUV
  1. 10/27 Chick Fil A PTO Staff Member lunch 1

1. **Principal Points (Dr. Bailey)**
   1. Current Student Count: Freshman – 776, Sophomores – 736, Juniors – 645, Seniors – 604
   2. Tie Dye dress up day on Thursday, October 21. Pink Out Pep Rally on Friday, October 29th. Last pep rally for the fall semester.
   3. 10 year anniversary of the school this year. Trying to get something planned.
   4. Trying to plan something for Veterans Day.
   5. Don’t be tardy. Admin is doing tardy sweeps regularly now.
   6. The new volunteer program that captures volunteer hours was sent by a link from Mrs. Phalen.

Action Item: Follow up with Dr. Bailey to find the link and share it.

1. **Other Business**
   1. December meeting will be held at Just Love Coffee with a holiday celebration.
   2. Head counselor, Mrs. Nix, is looking for a few female mentors to just hang out with and talk to a few girls once a week from 12:30-1 pm. It can be any day of the week that works for you.

Action Item: Get a description for Mrs. Nix and send it to volunteer list.

1. **Old Business**
   1. What we can do for College and Career to create excitement to underclassmen by awarding students who submit their college applications early