



## TMHS ARC/PTO – MEETING AGENDA

Tomball Memorial High School

(Academic Recognition Club/Parent Teacher Organization)

**September 13, 2021 9:00am LGI**

**Next Meeting: Monday, October 18, 2021**

**(NOTE 3<sup>rd</sup> Monday not 2<sup>nd</sup>)**

In attendance Jill Haywood, Dawn Rodriguez, Anne Miller, Robin LaRue, Cindy Burns, Megan Drake, Jen Shaffer, Tracy Fletcher, Shannon Lewis, Daisy Cone, Dr. Jeff Bailey

Meeting called to order at 9:03 am

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

**I. Secretary (Jill Haywood)**

- Minutes from annual board meeting Monday, August 2, 2021

Reports of Boards and Standing Committees

**I. TISD Guest Speaker – Bond election presentation. Voting will be Nov. 2<sup>nd</sup>**

**II. VP Membership (Robin LaRue)**

- As of Tuesday, Sept 9, Membership numbers:  
Families: 97  
Staff: 55  
Staff w/TMHS Students: 11  
Businesses: 2
- Last year total memberships for the year - 92 families, 114 staff and 0 businesses.
- Teacher breakfast on 8/10/21 was successful for promoting staff memberships. 58 staff joined by 8/10.
- Schedule pickup 10th-12th grade on 8/6 and Freshman Orientation 8/13 was successful promoting family memberships. 60 family memberships by 8/13. The remaining family memberships are a result of social media and us personally sending messages directly to our different TMHS groups. And a mass email was sent to last year's membership list.
- Setting up a table for PTO membership at Meet the Cats was NOT worth it. We did not have 1 new membership from that event. However, I think it could possibly be worth it next year if we added a free item with membership. The majority of the tables that we were next to all had something to sell. We can explore some kind of item that would be included with joining the PTO (included so it would not be a fundraiser). Ideas that I have thought of are new car decals, stickers, fans to fan yourself or small pom pom to cheer with during meet the cats. This is just an idea to explore and I would love any feedback or ideas you might have.
- Shannon is adding our Business Member's logos to the new PTO website. Shannon is also working on a poster that we can hang at concessions promoting those 2 businesses. Business Membership is \$100 and it includes PTO social media shoutout, recognition on our website and recognition at volleyball and basketball concessions.
- I would like to do a big push on membership until the first 9 weeks reward. I emailed Dr Bailey asking for him to email staff/faculty. If you have any group messages that you are on, please mention membership and send the link. And please like the posts that Shannon adds to our socials. Robin will email to have membership information included in the Wildcat Weekly newsletter that goes out to all families.

- h. Per this year's budget - I need income of memberships to be Family \$3000, Staff \$2000, Business \$1000 equaling \$6000. I am roughly at Family \$1940, Staff \$1320 and Business \$200 equaling \$3460. Still need \$2540.
- i. Dawn proposed getting a professional banner saying "This event was sponsored by TMHS PTO" Daisy will help to design it.  
Motion: Cindy 2<sup>nd</sup>: Shannon Vote: All in favor

### III. Treasurer (Cindy Burns)

- a. Change Accounting Book System
  - i. Currently Quickbooks \$27/mo
  - ii. Quicken Home & Business \$62.39/1<sup>st</sup> year
- b. Budget for 2021-2022 (see attached Budget)
- c. Cindy proposed changing banks to one that is more centrally located and has longer hours. She is talking with Wells Fargo to start the process today.

### IV. Hospitality (Anne Miller)

- a. 9/20/21 Open House Staff Dinner. Marcos pizza, Sign up genius went out for donations of food and money.
- b. Monthly bread drawings for PTO Staff Membership this started as a donation from panera bread. We now pay for it so we will expand the drawing prize to include gift cards from local companies that support the PTO. Tracy Fletcher is looking into a donation from Just Love Coffee and Uno Dos shakes.
- c. Staff Birthday Cupcakes – We will add a line item to see how much we need to budget for this next year. This year it will come out of the overall school donation.

### V. Spirit Nights (Tracy Fletcher)

- a. Sept 21<sup>st</sup> 630am-8pm Uno Dos Shakes
- b. Oct 6<sup>th</sup> Rock the Block
  - i. presale to all clubs, parade & participants
  - ii. sale to community
- c. Oct 28<sup>th</sup> Just Love Coffee
- d. Year Long – Your Teen Media (Destination College Series)
  - i. 9/11/21 \$49 payment thru paypal to pto

### VI. Volunteer Coordinator (Jen Riker)

- a. **UPCOMING**
  - i. **Homecoming Shoe Room** 10/9/21 5pm?
  - ii. **Reward Lunch** 10/8 collecting donations Reward lunch students is 10/22, Staff is 10/27
  - iii. **Concessions**
    - 9/17 FRI KLEIN\* HOME 5:30 4:30 4:30 5:30
    - 9/28 TUES ^KLEIN COLLINS\* HOME 5:30 4:30 4:30 5:30
    - 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

### VII. VP Concessions (open) YTD \$3,177.90

- a. DATE DAY OPPONENT PLACE 9B 9A JV VARSITY CASH/SQUARE/PP
  - 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
  - 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

- b. Need an ipad \$210 or other type of tablet to link the square or cheddar up to
    - i. I've been checking out other concession stands at other schools and they have a stand alone device  
Motion to purchase a tablet: Dawn 2<sup>nd</sup>: Tracy All in favor
    - ii. It is time consuming getting the reader installed on a new phone at the beginning of each concession
    - iii. We will lose volunteers because we've already had some express concerns of adding square to their personal cells
  - c. Cheddar Up card reader \$59 – would pass expense to client, but concession volunteers have to explain the expense  
Motion to purchase card reader: Cindy 2<sup>nd</sup>: Shannon All in favor
- VIII. Communications (Shannon Lewis)** New website is up and running. Let Shannon know if you need anything added.
- IX. AP Testing Hall Monitor Coordinator (Daisy Cone)**
- X. VP Rewards/Recognition (Amy Martin)**
- a. 10/8 END OF REPORTING PERIOD 1
  - b. 10/22 Chick Fil A Student reward lunch Pd1 (tbd)
  - c. 10/27 Chick Fil A Teacher Member lunch Pd1 (tbd)
- XI. Principal Points (Dr. Bailey)**
- a. what is the attendance/exemption policy at the meeting? Several kids and moms who are confused about what the policy is this year. Concerns of students coming to school sick so they can be exempt. **If it is a lab confirmed case of Covid or a close contact that requires quarantine, the absence will be coded differently and will not go against exemptions. This will be re-examined as the year progresses. We follow TEA guidelines and as they change, we have to make changes. The school does not endorse students coming to school sick!!**
  - b. What is the attendance policy for Exemption?
  - c. What cords for graduation can be earned from different organizations? **Dr. Bailey has a question into the district to clarify if this is a campus-based decision or a school-based decision.**
  - d. Dress code: Animal ears/collars but no hats allowed? **Teachers are supposed to email the students alpha AP about dress code violations and the AP will handle it. They don't want teachers to have to be the dress code police.**
  - e. What is the stance on Air Pods, etc. in class? Is that up to the teacher's discretion? **This is up to the teacher's discretion or the adult in charge in the room.**
  - f. Patriotic game is next week. We are home team. Tickets will sell out so get there early!
  - g. Open house is Monday. Club fair will be from 5:30-6 and class tours will begin at 6.
- XII. Other Business**
- a. College and Career – Past support from the PTO
    - i. Over 90% of our seniors attend some sort of college after they graduate, and FAFSA is now a graduation requirement. So our goal would be to have all 90% of them apply to college earlier and complete the FAFSA. The goal is also to let underclassmen see the excitement that comes with applying to college.
    - ii. Ms Phelan thinks it would be ideal to have a few more larger gift cards or prizes to entice more students to submit proof. I don't think it's possible to have something for every student.
- XIII. 2020-2021 PTO Donation - \$2,524.06**
- a. Check Presentation
  - b. TMHS Potential proceeds allocation