

Elkins HS PTO Meeting
Elkins High School, Missouri City TX
Meeting Minutes
May 20, 2025

- Meeting called to order by Nadine Skinner at 6:34pm.
- Welcome/Members in attendance: Nadine Skinner, Arpana Dadhia, Angelica Morales, Beza Tsegaye, Sana Malik, Charu Shiva, Laura Najera, Amy Wang, Bhavna Bindal, Maria Pannala, Ayesha Saleem, Vydhya Venkatesan, Sandy Li, Charu Shiva, Dolon Gundaju, Ana Ramos, Tressy Garcia, Liz McDermott
- Parliamentary- Sana Malik
 - Quorum reached
 - Approval of April Minutes: Dolon makes the motion to approve, Charu seconds, all in favor, none opposed, none abstained, motion passes.
- Principal Report- Mrs. Muceus (not present)
 - Working on finishing out the year and beginning to plan the 2025-26 school year.
 - Can we get a key to the PTO room? With Laura not having a master key anymore, it has been hard for us to access the room and finding someone with a key is not always easy. **Yes, we will get a key that the receptionist keeps at the front desk. When PTO comes to the campus, they can sign it in and out of the receptionist's desk.**
 - 2. If we approve the teacher lounge furniture, would we be able to use the lounge to host some of our PTO teacher lunches and hospitality events? **Of course! But in full transparency, the lounge at EHS is very small. It will have one table (that seats six people) and the couch and chair. It is attached to the only teacher copy room we have in the building. It is about ¼ of the size of the FCMS teacher lounge. If PTO wanted to do a small "grab and go" treat, it would be perfect, but luncheons would not work there.**
 - 3. I was not there for the ice cream event on Monday but I heard there were some issues - messiness, trash, no spoons, etc. Can you share with us your feedback on the event? I do apologize that it did not go smoothly. **We really appreciate the PTO's efforts in treating our kids. There were some issues, but the kids didn't know it, so that's a good thing. The spoons were a big part of the issue. The cafeteria staff was worried about giving spoons to so many kids and what that would do to their inventory. The cafeteria staff is regulated by Child Nutrition, so they have strict orders about their inventory. The other issue was the location of where we distributed the ice cream. The PTO volunteers had trouble controlling the line and the students, but there was only one Admin stationed in that area to assist, and that person also has**

to watch the Fine Arts restroom area. At the end of the distribution, there was a lot of leftover ice cream, so PTO volunteers wanted to give the kids in C lunch more than one. However, this presented a problem as we got close to dismissing students from C lunch. Kids were stuffing 3-5 ice creams in their pockets, backpacks, etc. My concern was that they would take them to class and try to eat them, causing messes in the teachers' classrooms.

- President Report- Nadine Skinner
 - Revisit purchase of EHS Mascot/ Gifting request for EHS Faculty Lounge: The Class of 2025 had money left over from Prom and has voted to use that money to gift the school the new mascot costume. Mrs. Muceus hopes that PTO will consider using the Special Project budget previously approved for the mascot to be used to help with revamping and decorating the Faculty lounge, which is in desperate need of a renovation. Asking for \$2247 to purchase a couch, a chair, and a new rug. The amount is larger than what is currently in the budget, discussion on moving left over money from another committee to cover the cost. Bhavna makes the motion to move \$67.67 from the gifting budget line to the project funds budget line, Vidhya 2nd the motion. All in favor, none opposed, none abstained. Motion passes. Laura makes the motion to approve the gifting request from Mrs. Muceus, Sandy 2nd the motion. All in favor, none opposed, none abstained. Motion passes.
- Vice President Report- Laura Najera
 - 2025-2026 EHS PTO Board Elections and Approval of Slate of Committee Chairs
 - Standing Committees: appointed
 - Beautification- Vidhya Venkatesan
 - Beautification Vice Chair- Tressy Garcia
 - Gifting- Naaila Sami
 - Hospitality- Michelle Quinteros
 - Membership- Arpana Dadhia
 - Membership Vice Chair- Laila Tharani
 - Pizza- Maria Pannala
 - Pizza Vice Chair- Brandi Downey
 - Safety- Ayesha Saleem
 - Senior Committee- Anna Ramos
 - Shared Dreams- Dolon Gundaju
 - Student Hospitality- Afsha Qureshi
 - Student Hospitality Vice Chair- Bhavna Bindal
 - Sunshine- Pallavi Goel
 - Publicity/Website- Erin Sherman

- Publicity/Website Vice Chair- Shefali Patel
- VIPS- Charu Shiva

Executive Positions: Elected

- President: Angelica Morales
- Vice President: Laura Najera
- Treasurer: Amy Wang
- Secretary: Nadine Skinner
- Parliamentarian: Sana Malik

The slate of appointed positions was accepted by the Executive Board.

No nominations from the floor for the Executive Board positions.

Bhavna motions to approve the slate for the executive board as presented, Dolon seconds the motion, All in favor, none opposed, none abstained. Motion passes and the executive board positions for the 2025-26 school year are approved.

- Treasurer Report- Amy Wang
 - Balance is about \$51k, income was \$9,898.49, expenses \$6,995.58
 - Draft Budget for 2025-2026 presented. Discussion on line items. Changes were made to the following: Pizza sales income up to \$61K, for expenses: projects committee up to \$4k, membership committee up to \$4k, pizza sales expense up to \$36k, Pizza supplies up to \$600, teacher gifting to remain at \$3k
 - Arpana motions to approve the budget with changes, Vidhya seconds. All in favor, none opposed, none abstained. Motion passes and budget is approved.
- Secretary- Angelica Morales
 - Nothing to report
- Senior Committee- Sandy Li
 - Senior Sunset was a success! Committee recommends spending less money on food items (a lot of pizza left, whole pizzas given away to students at the end) and more money on entertainment/activities. Have Kona Ice or other cold treats for the students (they had nitrogen ice cream and the kids enjoyed it).
 - Will meet with Anna Ramos to pass on information for next year's senior class.
- Gifting- Naaila Sami (not present)
 - No report
- VIPS- Charu Shiva and Nakia Allen
 - VIPS of the month is Rachel Zetino
 - EHS admins held VIPS appreciation breakfast on April 22nd. Everyone enjoyed it and appreciated it!
 - Please report your volunteer hours, only one VIP of the month left.

- Membership- Arpana Dadhia and Laila Tharani
 - Starting to work on next year. Will have membership link up and running for July 29th, freshman orientation
- Pizza- Bhavna Bindal and Maria Pannala
 - Pizza sales from net sales total, not counting supply expenses is \$4196.42
- Hospitality- Michelle Quinteros (not present)
 - Nacho Bar for Teacher Appreciation Week was a success. Discussion was had on possible alternate locations for next year, like the library, so that teachers can have tables and places to sit together.
- Social Media and Website- Erin Sherman and Shefali Patel
 - We need a designated publicity member to send in the PTO newsletter items to admin each week and to check for any corrections that need to be made in PTO section and calendar (Mr. Karam/Mrs. Malone)
- Beautification- Beza Tsegaye
 - Nothing to report
- Shared Dreams- Dolon Gundaju
 - Nurse requests: clothing. The rest of the budget will be used to purchase leggings, unisex shorts and sweatpants for the clinic. These are NOT to be used for dress code infractions.
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- Safety- Ayesha Saleem
 - SHAC meeting discussed working with the American Heart Association. Currently the only school that participates with AHA is RPHS. Maybe work on getting teachers/staff/students CPR certifications?
 - Request for locks- Mrs. Muceus asked if PTO could use the safety budget to purchase locks requested by Coach Grimes for lockers. It was unclear if the locks were for the field house or for the gym lockers. Request is for 93 Master Locks for \$976.50 and 2 keys for \$20, for a total request of \$996.50 from BSN Sports. No motion needed to approve the request, as it falls within the Safety budget. Locks and keys will be ordered.
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- YES Program- Vydhya Venkatesan
 - Nothing to report
- Student Hospitality and Advocacy- Afshan Qureshi (not present)
 - Ice Cream event had some issues and lessons were learned for next year if we are able to have it again: no spoons came with ice cream cups, freezers from nutrition department were key to storing the ice cream and keeping it cold, hallway concession stand had pros and cons- easy to hand out ice cream, but

also overcrowded during passing periods. It was difficult to keep kids from getting more than one treat, as we had A LOT left over even though we decreased the amount of pieces ordered. Suggested having it earlier in the school year. Sandwiches and popsicles were the most popular items. Treats created trash in the hallways and classrooms. Committee will be getting a gift card for the custodians as a thank you for their assistance with the event.

- Sunshine- Jyoti Sardana (not present)
 - No report
- Questions/Comments/Concerns:
 - Tipping- each committee can factor in tipping in their budgets for their events
 - For custodians- hospitality treats them during Custodian Appreciation, but gift cards are welcome and can come out of committee budgets
- Upcoming: PTO Board End of the Year Dinner: Tuesday, May 27th, 6:30pm, La Escondida, 7270 Hwy 6, Suite 500, Missouri City TX 77459. Please RSVP on the GroupMe app.
- Meeting adjourned at 8:08 pm