

# Elkins High School PTO

## Meeting Minutes

October 11, 2022

- **Meeting** called to order by Angie Korger at 7:03 pm.
  
- **Members Present:** Rachel Zetino, Angie Korger, Cindy Ward, Kali Shiller, Patty Roberts, Laura Najera, Anna Ramos, Nadine Skinner, Kim Bradby, Naaila Osami, Monica Willis, Demetria Robinson, Nakia Allen, Mickey Montemayor, Rebecca Randall, Angelica Morales, and Michelle Tolbert
  
- **Secretary Report (Nadine Skinner)**
  - Laura Najera made a motion to approve the September 2022 meeting minutes. Kali Shiller seconded the motion. All approved, and the motion passed.
  
- **Principal Report (Cindy Ward)**
  - Having a very good start to the school year! Friday Knight Lights was a success.
  - Thank you to PTO for embracing the custodians and the front-line staff.
  - EHS water polo boys won the district, and the girls came in 2<sup>nd</sup> place. Congrats!
  - Homecoming dance tickets sold out in less than 48 hours. There was some backlash on not being able to bring outside guests. Admin is discussing having Homecoming at a different venue. Also discussing having multiple homecomings split by grade levels. Issues with another venue are having to secure the venue over the summer and having to predict the amounts of students that will attend.
  - RPC came last Wednesday during lunches and gave out prizes to students. Was received well.
  - Philosophy this year of “Ask more.” Ms. Ward wants to be able to say “yes.”
  - At the homecoming game, the 20<sup>th</sup> and 21<sup>st</sup> class reunions will be celebrated.
  - Will do a Thanksgiving lunch and tour of campus for past EHS principals in honor of the EHS 30<sup>th</sup> anniversary
  - Using a new vendor for yearbook and graduation products (Herff Jones). The new company gave the campus \$50K as an incentive. Ms. Ward wants to use the money for new mats at every entry, and the mats will be branded with an EHS theme.
  - CADY is the new vendor for school pictures. They also gave EHS \$50K. Ms. Ward wants to get an Elkins film for the front doors.
  - The construction of the sidewalks on our campus did not impact the pick-up and drop off times.

- Construction of new sidewalks on Thompson Ferry Rd. for the new elementary school will be starting on October 17<sup>th</sup>. One lane of Thompson Ferry will be blocked off. Construction will continue until mid-January. Kim Bradby and Kali have been giving communication suggestions about the construction to Ms. Ward. Ms. Ward needs to give instructions, information, and map to students and parents before construction starts. Ms. Ward has a meeting with FBISD police tomorrow.
  - Rachel mentioned that the traffic light at Knights Court and Highway 6 is very quick. Maybe modify this if possible. Kim Bradby said that there was a traffic study done on Highway 6 already.
  - Angie asked if we can let busses dismiss earlier than other students in the afternoon.
  - Can we open the school earlier (10 minutes) in the morning to help prevent tardies?
  - It was mentioned that some students still don't walk on the new sidewalks; instead, they walk in the street. We need to make sure these students are safe.
  - It was asked if we can use the church as a drop off spot. Ms. Ward said that some students are already parking there. We need to find out if the church is ok with that or if they just have not said anything about it. Ms. Ward will investigate this.
  - There has been no discussion, according to Ms. Ward, on traffic patterns for when the elementary school opens.
  - Ms. Ward said to not stress about tardies for the first several days when construction starts.
  - Ms. Ward will ask who will be responsible for putting up signs in the construction zone.
  - Suggested to have a shuttle bus from the shopping center at the corner of Knights Court and Highway 6 to the campus for parents driving their students to school. There would be a schedule for shuttle bus pickups. Ms. Ward said she has staff that can drive a bus.
  - Kim Bradby suggested that Ms. Ward put the information about the construction/traffic changes in a separate email to parents, not just in the weekly newsletter.
- Ms. Ward will send a schedule of all tutorials to VIPS.
- Ms. Ward said that departments have agreed on days they will give tests.
- Ms. Ward has asked teachers to consider not giving major assignments after Thursday football games.
- It was asked about patio seating. Ms. Ward said it was taken away because trash was being left by students, and the school has half as many custodians as we need. She wants to give the patio seating back when behavior improves.

- People in the community are looking for jobs, so a member asked if there are open school jobs that could be posted.
  - PTO meetings are posted on the EHS PTO website, the school calendar, and on the Elkins Parents Facebook page.
  - Student IDs are coming out soon. Some have already been handed out and have last year's school picture.
  - No one from the staff has shown any interest in the Sugar Shindig (October 21<sup>st</sup>).
  - Parking: Students are still using temporary parking tags. Some people have been sent make up times to paint their spots. Ms. Ward was told that the parking contract needs to be updated.
  - Seniors: An official email needs to go out to senior parents when their students do not need to arrive on time. The information about seniors arriving late tomorrow on PSAT day was very confusing.
- **President Report (Angie Korger)**
    - Angie went to a Fort Bend Education Foundation (FBEF) meeting.
      - They host the Sugar Shindig. Tickets are \$30, and a table is \$500. Not much interest from EHS teachers in attending this year. We have supported teachers that wanted to go in the past. It is on October 21<sup>st</sup>, and the dress is casual.
      - The FBEF has give \$7062.16 to EHS since 1992.
    - ProGrad: Angie was president a few years ago, but ProGrad has since dissolved. There was \$330 left in the account, and Angie has closed the account. Angie wanted to give the money to this year's senior class. We will table this discussion for now.
    - New Chairs: Roxane Johnson has volunteered to be our Shared Dreams chair, and Naaila Sami has volunteered to be our YES chair.
    - Teacher Gifting: Teacher gifting will conclude on October 16<sup>th</sup>. It started on September 6<sup>th</sup>. Information was sent out in a teacher communication from Ms. Ward. Angie will get together with Ms. Ward the week of October 24<sup>th</sup> to go over the teacher gifting requests.
    - Angie met with Angelica, Dr. Brown, and Ms. Ward recently to be kept in the loop on all activities going on at EHS.
  - **Vice President Report (Angelica Morales)**
    - It does not look like we are sponsoring a table at the Sugar Shindig. No interest so far.
    - We do not know yet how many teachers that are PTO members have applied for teacher grants.

- As of today, we don't have a set date for painting parking spots for those who missed the first date. It looks like some students were given individual times to paint their spots.
  - Don't have a date on the member/donor banner being ready.
- **Treasurer Report (Rachel Zetino)**
    - Please give Rachel outstanding receipts so you can be reimbursed.
    - Pizza sales in September were \$8914.21. September pizza expenses were \$5500. Pizza sales for the class of 2023 were \$1925.75 (Expenses were \$1054.97.).
    - Membership made \$2807.96 in September. Total made for membership through October 7<sup>th</sup> is \$21642.04. Expenses are \$4734.50. Still need to order about 8 hoodies.
    - There was a \$70 donation for senior sunrise. Spent about \$415 on senior sunrise.
    - Hospitality spent \$80 in September on gift cards for the custodians.
    - We spent \$1012.46 on Homecoming (decorations and photo booth, primarily).
    - Spent \$464.29 on Friday Knight Lights.
    - Spent \$127.54 on upgraded sign up genius account.
    - Question about marquee: There is only one person at EHS that does it. PTO has asked about training. The money from the marquee goes to the general fund of the school. It was suggested to email Ms. Ward about the marquee again.
- **Safety Report (Kali Shiller)**
    - Awaiting an update from Student Council on a planned date for the Knights Court trash clean up. Will likely hear back after Homecoming.
    - Awaiting responses from Ms. Ward and Mr. Schultz regarding the confusing traffic signs at school exits and regarding the status of parking permits.
    - The Bond Oversight Committee is scheduled to meet next week. She will confirm the status of campus signage assessment then.
    - Sidewalks are almost complete on school property! Construction for sidewalks on Thompson Ferry is scheduled to begin next week. She has emailed Ms. Ward to clarify some of the details. Will keep EHS community posted via Facebook.
- **VIPS Report (Nakia Allen and Michelle Tolbert)**
    - Continue to log in your volunteer hours on the google form.
    - Send volunteer requests to the VIPS committee.
    - The VATRE maintains the 1.21% current tax rate. It will help with security at elementary schools, teacher pay, among other things. Educate yourself before you vote.

- **Beautification Report (Rebecca Randall)**
  - Operation clean-up the courtyard for HOCO on October 1<sup>st</sup> was a success. The JROTC helped clean up, trim, and water the plants.
  - Rebecca has watered the plants, but she will need assistance to set up a student volunteer watering schedule. Angie suggested that this may be something for the VIPS.
  - Another date will be scheduled soon to clean up the beds around the front entrance sign.
  - She would like to work with the senior committee or Student Council to figure out an activity/fundraiser for painted rocks (gratitude rocks, legacy rocks) at the front entrance of the school. This could possibly take place in November.
  - Thursday is the 50<sup>th</sup> anniversary of the Quail Valley Garden Club. Rebecca will talk to them about a donation amount for new plants for EHS. We lost a lot of roses during the freeze and the drought.
  
- **Membership Report (Kim Bradby and Monica Willis)**
  - People can still join with no incentives.
  - 9 people are waiting on orders.
  - About 40 people need to pick up their orders.
  - Monica is working on corporate matches.
  - Want to post meeting minutes on our website once they are approved.
  
- **Senior Class Committee Report (Hillary Hunter and Mia Crochet)**
  - They had hoped to plan a senior movie night in October but were denied due to lack of administrative availability. Admin said they could possibly do on in December because their schedule may be a little better at that time. But the committee wants to suggest November because December is always very busy and there are fewer school days.
  - No news yet on a senior trip or on another parking spot painting day.
  
- **Hospitality Report (Laura Najera)**
  - Celebrated the 8 custodians in September by bringing them a boxed lunch of fajitas and the extras from La Escondida. They also each received a \$10 gift card to Chick Fil A. The Hospitality committee also decorated the room for the custodians and cleaned up afterwards.
  - This month, the committee will bring bundtlets from Nothing Bundt Cakes to the staff who have joined PTO to their classrooms with a note from the PTO on October 26<sup>th</sup>.
  - Planning the Thanksgiving luncheon for Wednesday, November 16<sup>th</sup>.
  - Principals' appreciation day is in May.

- December: Do a “testing day” event with snacks and drinks in break areas for teachers to grab and go. Maybe early in the morning.
- **Pizza Sales Repot (Kim Brown and Hillary Hunter)**
  - Sales are going fine. They are adjusting as needed to accommodate campus activities.
  - They need plates added to the donation list.
- **Unfinished Business**
  - We agreed to donate \$150 to student led clubs. They apply via email to [elkinsvips@gmail.com](mailto:elkinsvips@gmail.com).
  - Student clubs are having trouble because they can't purchase at so many places.
- **New Business**
  - Roxane Johnson is our new nominee for the Shared Dreams Committee Chair. Angelica Morales made a motion to approve Roxane Johnson as the Shared Dreams Committee Chair. Rebecca Randall seconded the motion. All approved.
  - Naaila Sami is our new nominee for the YES Committee Chair. Laura Najera made a motion to approve Naaila Sami as the YES Committee Chair. Roxane Johnson seconded the motion. All approved.
- **YES Report (Naaila Sami)**
  - She will meet every other Friday on YES hours. Biggest concern is number of emails coming in. She needs a system where students can see how many hours they have.
  - In before times at lunch there was print-out of student hours by ID number (this was also posted on the wall).
  - Is it possible to use a google form to send hours instead? Currently, hours are being entered in manually to Excel. Must be a better way.
  - Angelica suggested she contact Donald Lamb at the Engineering Academy to see how he keeps track of volunteer hours.
  - There are no opportunities being added to the calendar on the YES website. Don't know who oversees the YES website.
  - Kim Bradby had worked on designing a database in the past. Suggested Naaila reach out to Kim.
  - Naaila can have a budget if she needs one.
- **New Bylaws**
  - Some information in the new bylaws came from the FBISD Booster website.
  - Thank you to Rachel for her help with the new bylaws.

- We will vote on adopting the new bylaws at the next meeting. Please ask questions via email prior to the next meeting.
- **Announcements (Angie Korger)**
  - We are keeping an eye on booster clubs. Other organizations are making their own booster clubs.
  - Our next PTO meeting is on November 8<sup>th</sup>.
  - Homecoming Tailgating: Tailgating is from 4-6pm on Friday, October 14<sup>th</sup> at Mercer. Look for the red van. PTO is giving away cookies. It is a free event. No fires or cooking or alcohol. There will be food trucks. Can bring your own food. Wear blue. Come help PTO set up around 3:30 pm. Don't think you can sell anything.
- **Publicity Report (Angelica Morales)**
  - Started a newsletter that will be sent to members only.
  - Don't repost signups on What's App groups. They are for approved volunteers only.
  - Still need some volunteers for the Homecoming Dance.
- **Meeting** adjourned at 8:47 pm by Angie Korger.
- **Minutes** respectfully taken by Nadine Skinner, secretary.