

Elkins HS PTO Meeting  
Elkins High School, Missouri City TX  
Meeting Minutes  
December 17, 2024

- Meeting called to order by Nadine Skinner at 6:49pm.
- Welcome/Members in attendance: Nadine Skinner, Erin Sherman, Angelica Morales  
Vidhya Venkatesan, Amy Wang
- Parliamentarian- Sana Malik (not present)
  - Quorum reached
  - Approval of November Minutes: Erin makes the motion to approve with corrections, Vidhya seconds, all in favor, none opposed, none abstained, motion passes.
- Principal Report- None present
  - Questions from PTO: library books and fines/fees (why are students being REQUIRED to check out library books?), fire alarms being addressed?, YES Hours confusion as what is “service” vs “donation”
  - For fines and fees we use different methods for collection. When it comes time for semester exams and exemptions we see a lot of activity.
  - Mr. Bennett sends out a form for all coaches and sponsors to document any outstanding fines and fees. These students and parents are notified of these dues as well. Mr. Bennett uses the list to deny exemptions until the fees are recovered.
  - There is a similar process for library fees and technology fees. The only difference is these departments have their own systems and they provide Mr. Bennett a spreadsheet for him to use in denying exemptions.
  - We also have some outstanding fees for students who have received a replacement ID (\$5 replacement fee). Parents can pay that fee online. In January, we will be working on implementing a new system with IDs. The goal is to increase the payment options for these fees as well as send more reminders via email when a new ID is purchased
  - ID fees will be used when considering spring Exemptions, so we are working on a way to secure these payments in a timely manner.
- President Report- Nadine Skinner
  - Make sure you have joined PTO
  - cabinet has been purchased. Status of construction?
  - Student Club Funding Follow Up: Items have been purchased for Knights Krew and Fashion Club.

- PTO Gift Wrapping for Staff event was held on December 12th .
  - Staff Luncheon (from the school) will be held on December 19th from noon to 1pm. Thank you to those who have volunteered!
- Vice President Report- Laura Najera (not present)
  - Will secure the basket for the gala for February next month
- Treasurer Report- Amy Wang
  - \$54K balance
  - Income-\$7275
  - Expenses- \$5540.55
  - Google email access emails were sent out December 2nd and 3rd. Make sure yours works!
- Secretary- Angelica Morales
  - Nothing to report
- Gifting- Naaila Sami (not present)
  - Band and Guard (Joseph Chen)- students impacted: all student body and guests attending football games, all of band and guard and elite, cost is \$1099.00 for a Predator 5,000 watt generator, the current one is unreliable. Vidhya makes a motion to approve, Amy 2nds, everyone in favor, motion passes.
  - Art (Jeanne Melton) 600+ students impacted and members of NAHS, cost is \$194.89 for a Hamilton Been Convection Oven (\$179.90)and a Honey Oak Clay Oven Wok Baffle Mat set (\$14.99) to be used for color mixing techniques and for quick make projects that do not warrant traditional kiln baking process. Angelica makes a motion to approve, Erin 2nd, everyone in favor, motion passes.
  - Angelica suggested that we get stickers to put on our big gifting items (power washer, generator, oven) that say “sponsored by PTO” or “purchased by PTO”. I think this was done to the golf cart that was purchased last year
- VIPS- Charu Shiva and Nakia Allen (not present)
  - VIPS of the month is Christine Hall
  - VIPS is creating a Google Form to report hours
  - All booster clubs have been contacted so they can report their volunteer hours as well
- Membership- Arpana Dadhia and Laila Tharani (not present)
  - Still need to distribute shirts, will do another pickup day in January
- Pizza- Bhavna Bindal and Maria Pannala (not present)
  - No sales on 12/17

- Sales totals from 3 pizza days from Nov 29- Dec 10 \$2831.09 (does not include expenses)
- Hospitality- Michelle Quinteros (not present)
  - My update for wrapping gift event is it was an success, teachers were happy and grateful. All I want to say is thank you for Laura, Angelica and Kelly's help.
  - Our next event is February for valentines day. I will fill the coffee cups that are stored in our pto room with candies and ribbons. I will drop it to the teacher's mailboxes.
- Social Media and Website- Erin Sherman and Shefali Patel
  - Minutes will be posted
- Beautification- Beza Tsegaye (not present)
  - The pressure washer has been purchased and delivered.
  - purchased the cylinder, which wasn't paid for previously, and I will submit for a refund.
  - purchased and hung the two flags in the cafeteria; this will be my personal gift to the school.
  - reached out and sent a flyer to Let's Clean Elkins to explore a collaboration with the Beautification Committee, will follow up again
  - Pictures of the custodians and the power washer?
- Shared Dreams- Dolon Gundaju (not present)
  - We provided 1,100 items to FBI.S.D. Shared Dreams based on our one-week drive that ended this past Tuesday.
  - This partnership is between our PTO and Student Council.
  - Students did a fantastic job of managing this initiative by identifying how to market, creating marketing content, marketing through various mediums, leading the drive (putting the boxes and collecting the goods), and boxing the goods. During our weekly project meetings, they were very attentive and respectful. They have what it takes to be successful in their next life chapter – organization, time management, project management, and effective communication skills and more! I enjoyed working with them!
  - **Project Lead: Zainab Anwar -12<sup>th</sup> grade**
    - **Team Members:**
      - Yasemin Ciftci -12<sup>th</sup>
      - Josie Lau – 12<sup>th</sup>
      - Harini Ganesh – 12<sup>th</sup>
      - Dhruvi Pathak – 11<sup>th</sup>
      - Eesha Dasani- 12<sup>th</sup>

- Hadi Javed – 12<sup>th</sup>
  - Chidalu Ezora-12<sup>th</sup>
  - Benetta George – 12<sup>th</sup>
- In addition, Zainab is an excellent project manager. She is very responsive, provided ideas, and helped me understand more about our Elkins culture (what works and doesn't).
- Thank you Mrs. Guidry for giving the opportunity to engage with your students and stepping-in with communicating and coordinating as needed!
- Senior Committee- Sandy Li (not present)
  - there will be a parent meeting via zoom in January and there's some very exciting news to promote senior serve more info will come from Dr. Brown
  - need vendor list for our field day. Where the field day be located? If we can have it over the baseball practice field so we can color run. Will need the number of the color run vendor?
  - The turnout for the movie night was great and thank you to all the volunteers. Highly recommend using the same vendor for next year's movie night for the senior.
- Safety- Ayesha Saleem (not present)
  - **SHAC (School Health Advisory Council) December Meeting:**  
The theme was *Hazards of Cell Phone Use*, where discussions focused on the potential negative impacts of excessive cell phone / social media usage on students' health and well-being.
  - **February Meeting Preview:**  
The upcoming theme for February's SHAC meeting will be the *Effects of School Start Times*. This will explore how start times impact students' physical and mental health.
  - **Cell Phone Policy Review:**  
The district's Cell Phone Policy is under review. It was discussed during the recent school board meeting and will be up for a vote in the January meeting. The proposed policy states that students in grades 2-12 may possess personal telecommunication devices, but these devices, including cell phones, smartwatches, earbuds, headphones, and speakers, must remain off and cannot be used during instructional hours (including extended day programs, tutorials, etc.). Personal devices may only be used during specific times authorized by the campus, such as before school, after school, during transition periods, and during lunch.

- YES Program- Vydhya Venkatesan
  - Mrs. Sands has been approving hours, seniors are priority
  - Schoology uploading seems to be working well
  - Will ask about YES hours and “donations” policy for clarification
- Student Hospitality and Advocacy- Afshan Qureshi (not present)
  - Ice cream party approved for late March (after spring break, but before staar testing)
- Sunshine- Jyoti Sardana (not present)
  - No report
- Comments/Further Discussion:
  - Nadine wishes everyone a great holiday season and a happy new year with your families. Thank you for serving on the board! See you all in 2025!
- Next PTO meeting is Tuesday, January 21st at 6:30pm in the library
- Meeting adjourned at 7:32 pm