

# Elkins High School PTO Meeting Minutes

Tuesday, October 7, 2025

EHS Library

- **Meeting** called to order by Angelica at 6:08 pm
- **Members in Attendance:** Dolon Gundoju, Afshan Qureshi, Charu Shiva, Naaila Sami, Ayeesha Saleem, Nadine Skinner, Amy Wang, Maria Pannala, Erin Sherman, Angelica Morales, Elizabeth McDermott, Laura Najera, Sana Malik, Michelle Quinteros-Zea, Vidhya Venkatesan, Arpana Dadhia
- **Quorum** was established
- **Principal Report: Ms. Muceus (not present)**
  - School Pictures: Had some issues with not getting replies from photography company, but no issues on picture days so far.
  - Homecoming dance is on November 1<sup>st</sup>.
  - Do we need a teacher liaison for the PTO? This teacher would speak at faculty meetings about the PTO.
  - We need to confirm if we can have pizza sales on October 28<sup>th</sup> (PSAT day).
  - We still need a key to our PTO room.
  - Emails have been going out to parents about needing to set up a password if they requested to be notified what books their child is checking out of the school library. There is also a form regarding nursing services to fill out on Skyward (an email was sent to parents on September 22<sup>nd</sup>). There was also a form in this week's school newsletter regarding permission for students to join clubs that parents need to fill out.
- **President Report: Angelica Morales**
  - Angelica sent the board members a password and log in for Canva. If you want to make a graphic for Instagram, you need to create the post on Instagram not on Canva.
  - There is now a Free Little Library in front of Elkins. Please donate any books you can to the library. The library was created by an Eagle Scout.

- Bike Rack: Angelica contacted a BOT about getting us more bike racks. Mr. Pike also reached out about bike racks. The district purchased and will be installing 1 new bike rack for us. Location is TBD.
- Gifting Update:
  - Aquatic Science items have all arrived.
  - Ms. Muceus's games have all arrived. She was sent a double order by accident, and Amazon told her to keep the extra order.
  - Ms. Tanimonu has sent in the invoice for the Formative Math app.
  - No invoices have been received yet from InterGen Smiles. Amy has been explaining to them how they will get reimbursed.
  - We will revisit Mrs. Isaac's SPED request.

- **Vice President Report: Laura Najera**

- Ms. Guidry made a request for HOCO: pay for the photo booth (Justin- the same vendor that classes of 2025 and 2026 used) at a cost of \$300 and/or backdrop or balloon arch or snacks. In the past we have paid up to \$500 out of our projects budget. She is still getting quotes.
- Some moms in the All Sports Booster Club want to do a HOCO parade. Ms. Muceus has approved this and the date will be Monday, October 27<sup>th</sup> at 6 pm. There will be a planning meeting at Spectators in Riverstone on October 8<sup>th</sup> at 5:30 pm. The club wants to have football, other sports teams, cheer, decorated cars (seniors), and floats, all involved. The plan is to also invite our feeder middle schools. The route will be like the covid parade route because we can't close the part of Knight's Court in front of the school without permission from Missouri City. We are not allowed to have a tailgate.

- **Treasurer Report: Amy Wang**

- Bank balance is \$60,738.32.
- Amy just received a check from Kroger.
- Received a Benevity check for \$30 from Erica Eastland. Amy contacted Benevity to get more information about the check.
- Working on the match from Tricia Thibodeaux.
- Benevity information was approved by the deadline.

- **Secretary Report: Nadine Skinner**

- Erin made a motion to approve the September 2025 meeting minutes. Laura seconded the motion. All approved. The motion passed.

- There was a vote taken over email on approval of the Formative Math app.  
Results: 9 yay votes, 2 nay votes, 5 abstain. The motion passed.
- **Beautification Report: Vidhya Venkatesan and Tressy Garcia**
  - They plan on meeting with the landscaping company to discuss plans soon; their contract only started on 10/4,
  - They are waiting for an update from Ms. Muceus on the student flag survey.
  - They are waiting on an update from Ms. Muceus about a trimming vendor, which is different from the landscaping vendor.
  - They have to push back plans for beautification day since they have not been able to meet with the landscaping company.
  - Eagle Scout Project: There is an Elkins Senior, Ananya Mudunuru, who would like to “restore the school courtyard by power washing the whole thing, as well as improving the greenery in the area.” She would like to work over the fall break and said “As far as power washing, I plan on doing the whole floor, sidewalks around it, outside staircase, and walls if needed. I will also fix up the greenery by cutting down the overgrown bushes and possibly replacing the mulch or dirt and planting new flowers or plants.” The school building will be open over fall break, and we will suggest to Ananya that she contact Toni, one of the custodians, about how to get access to the school over the break. Ms. Muceus is ok with this project.
- **Gifting Report: Naaila Sami**
  - Mrs. Isaac (SPED IXL) revisit: Because it is after October 1<sup>st</sup>, the software now costs \$369 (\$20 more than before). She has also not responded to Angelica’s emails, and she is not a PTO member. Laura made a motion to approve the request at the new price pending her joining PTO and her desire to obtain the product. Michelle seconded the motion. All approved. Motion passed.
  - Dr. Gupta: Requesting fresh chicken legs and wings and vinegar and bleach from HEB for 145 Anatomy and Physiology students for a cost of approximately \$67.69. Ayeesha made a motion to approve up to \$70. Naaila seconded the motion. All approved. Motion passed.
  - Knights Krewe: Requesting \$150 for banner and poster supplies (paper, paints, brushes). Nadine made a motion to approve the request. Vidhya seconded the motion. All approved. Motion passed.
  - Fashion Club: Requesting \$150 for craft supplies (tote bags, charms, t-shirts). Laura made a motion to approve the request. Dolon seconded the motion. All approved. Motion passed.

- Amnesty International: Requested \$150 for decorations and food for the mayor's visit to EHS. Ayeesha made a motion to approve the request. Michelle seconded the motion. All approved. The motion passed.
- Rho Kappa NSSHS: Requested \$125 to pay national dues. Erin made a motion to approve the request. Amy seconded the motion. All approved. The motion passed.
- Ms. Tanimonu is very appreciative of her gift of Formative Math. She will be providing feedback after the semester so members can see how students are benefiting from the updated version of the app in her geometry class.

  

- **Safety and Wellness Report: Ayesha Saleem**
  - Drop-off and Pick-Up Assessment and Traffic Audit: Gina Torry (Citizens for Road Safety) conducted a traffic audit on Monday, September 29<sup>th</sup>. Key observations:
    - Cars are not stopping for students at the beacon light.
    - Buses and cars are speeding in the school zone.
    - Many students walk from the neighborhood and are dropped off in the Piper Glen cul-de-sac. They cross Andover Trace Ln. to Hidden Bough Ln. where there is no crosswalk or designated safe crossing area.
    - There is a lack of continuous sidewalk from the Elkins campus to Highway 6.
  - Ayeesha reached out to Mayor Elackatt, who forwarded the email to City Managers, Mr. Kumar and Ms. Jones. They were unable to be at our meeting because of National Night Out Activities.
  - Ms. Jones responded: "I recognize the importance of the pedestrian safety concerns being raised and would welcome the opportunity to join a future PTO meeting to hear directly from parents and staff. Please let me know of upcoming dates, and we will work to coordinate a time that allows us to be present. Thank you again for the invitation and for your continued commitment to improving safety for our students and community."
  - Please sent photos of traffic violations to Ayeesha.
  - Bike Rack Update: A new bike rack was purchased and will be installed by the district. Do not know exact location.
  - School Signage Update: Looking into A-frame signs; requested quotes from Signarama, Fast Signs, and Build a Sign.
    - Signarama quotes:
      - 24" W x 36" H A-Frame (Single Sided)- Unit Price \$198.72; Total \$596.17 (3 signs)

- 24" W x 36" H A-Frame (Double Sided)- Unit Price \$359.79; Total \$1079.37 (3 signs)
  - Signs include: "Pull Forward", "Student Drop-Off Here", and "Parents Turn Here" as requested by Mr. Pike
- Awaiting Fast Signs quote
- Build a Sign sandwich boards range from \$80-\$100 each; signs would be purchased separately.
- Checking with Mr. Pike: exact placement, number of signs, and whether only three signs are needed and how many sandwich boards/A-frames.
- Health and Safety Event (October/November): Reached out to Ms. Socha, school librarian, to find out if she needs support for a safety and wellness event for students. She replied that she didn't need any help but would let us know if a need comes up.
- Club Partnership/American Health Association: Ms. Turner and Ms. Walker suggested these student clubs for partnership: American Women's Medical Association, Red Cross, HOSA, and Key Club. Ayesha shared the contact information for the sponsors of these clubs with Ashley Avalos, the Development Director for School Engagement with the American Heart Association to coordinate student participation. Ms. Avalos met with the Wellness Coalition students at the September SHAC meeting but she has not received a response from them yet.

  

- **Hospitality Report: Michelle Quinteros**
  - October event was custodian appreciation. They were very happy!
  - Will bring flowers for Ms. Muceus for Principal Appreciation Month.
  - November event: Usually do the Thanksgiving event the third week of November. Michelle is working on details.
- **Membership Report: Arpana Dadhia and Laila Tharani**
  - As of October 6<sup>th</sup>, total donations are \$19, 105!
  - Total of 244 donations. The final push really helped.
  - 66 faculty members.
  - The thank you card for Mr. Pike was delivered. He was very appreciative and happy.
  - We have 3 corporate sponsors: Todd Harmon Orthodontics (\$500), Tropical Smoothie Café (\$500), and Spice World- Deepali (\$250).
  - People can still join PTO, but they can't get shirts with their memberships.

- **Pizza Report: Maria Pannala and Brandi Downey**
  - There have been 2 sales since our last meeting, and we have made \$1857 net of expenses. Demand continues to puzzle us, and we have found Lunch B to be the most unpredictable and fluctuating of all the lunch periods. We would like to remind everyone to keep us in the loop of events that might affect the timing or attendance on Tuesdays so that we can factor that in our pizza order decision. By the way, the link to submit announcements is still protected so we have asked Laura to submit October announcements for us.
  - The pizza bag situation is a recurring issue. Papa John's does not collect them in a timely fashion, and we have had to remind them to do so several times. We have "offered" to store them in the pizza room all week if the issue continues.
  - Finally, we started streamlining the ordering process, and it has made a positive difference as the cashiers and volunteers don't get overwhelmed when the students approach the counter 2 at a time. Our volunteers rock!
  - Profit from today, October 7<sup>th</sup>: \$800 net
- **Seniors Report: Anna Ramos**
  - Plans for the senior movie night are in the beginning stages. She has reached out to Epik Fun for the screen and equipment. They have agreed to our date (November 19<sup>th</sup>), and she is just waiting for them to send in the invoice. They still have last year's info, and we are getting the same package. The team is planning to meet soon to get the details planned out.
- **Shared Dreams Report: Dolon Gundoju**
  - Angelica shared a list of current Shared Dreams needs on socials.
  - Holiday sponsorship information was sent to clubs and organizations.
  - EHS Shared Dreams Kick Off Call will be on October 29<sup>th</sup> from 7:30-8 pm with Bobbi Anderson. Please share this info in your What's App groups and on Facebook after the fall break.
- **Student Hospitality Report: Afshan Qureshi and Gabriela Frausto**
  - They have been working on gathering quotes from various photo booth companies, and after reviewing the options, they have decided to move forward with Markey. They spoke with their representative and discussed all the details for the upcoming event. They will be following up with an email- likely by Monday or Tuesday- to finalize the booking.
  - The event, photo booths during lunches, is scheduled for December 4<sup>th</sup> from 11 am to 1 pm, which has been confirmed with Ms. Muceus.

- Will ask if Markey provides props.
- Will decide on a theme- winter, holiday, etc.
- Will meet with Laura in advance to decide where the photobooths will go. Is a concern with crowding in the hallways. Locations will need to be confirmed with Ms. Muceus.

- **Sunshine Report: Pallavi Rungta Goel**
  - Waiting on budget proposal.
- **Publicity/Website Report: Erin Sherman and Shefali Patel**
  - Newsletter deadline is Tuesday,
  - Arpana will help Erin and Shefali get onto Membership Toolkit.
  - Need to put VIPS of the month and gifting pics on the webpage.
  - Need to put sponsors and announcements on Membership Toolkit.
  - FBEF posts came in the school newsletter.
  - Need logos from sponsors for webpage and social media- sports booster did a great video of theirs.
- **VIPS Report: Charu Shiva and Liz McDermott**
  - VIPS of the month for September: Liliana Martinez Luna
  - VIPS of the Booster Club for September: Amy Wang (Band)
  - Volunteer Hours and Raptor System: On-campus hours are logged via Raptor. Offsite hours must be reported manually.
  - FBEF Report:
    - Sugar Shindig: October 24<sup>th</sup>, 6:30 pm, at Safari Texas Ranch. This is FBEF's signature fall fundraiser, and it's full of sweet surprises!
      - Staff incentive: All Elkins staff who attend are entered to win a cake after the auction and enjoy a night of dancing.
      - Team spirit costumes: Coordinated costumes are encouraged for fun and visibility! Cost is \$32 per person. PTO may sponsor teachers- please confirm interest.
      - Table sponsorships: \$500 per table. Let's represent Elkins with pride!
      - Cake bidding: Partners and local businesses are encouraged to participate.
      - Business Outreach: Please help us invite businesses to donate cakes or sponsor tables. This is a great way to build community visibility.

- More details available at FBEF's Sugar Shindig page (navigate to Events > Sugar Shindig).
- Founder's Grant: Deadline December 4<sup>th</sup>. This grant supports classroom and departmental needs across FBISD.
  - Who can apply: Individual teachers, teams, or entire departments.
  - Purpose: Classroom materials, enrichment projects, or innovative learning tools.
  - Grant writing workshops: FBEF will host two virtual sessions via Teams. Dates and opening speaker to be confirmed.
  - Submission Process: 1. Teacher submits grant. 2. Principal reviews and approves. 3. District Content Coordinator ensures alignment with FBISD expectations.
  - Awards: Grants are scored and awarded competitively.
  - Encourage interested staff to visit FBEF's grants page for guidelines and templates.
- Innovation Grant: Up to \$130,000 available. This is FBEF's most ambitious grant, designed for transformational educational initiatives.
  - Eligibility: Teachers or teams with district-wide impact proposals
  - Approval Path: Requires sign-off from the District Superintendent.
  - Scope: Think big- technology integration, curriculum redesign, or multi-campus collaboration.
  - Details and application forms are also available on FBEF's Innovation Grant page.
- Angelica will forward grant information to Ms. Muceus.
- New teachers are also eligible for grants from FBEF.
- FBEF Newsletter:
  - Sugar Shindig: At Safari Texas Ranch on October 24<sup>th</sup>. Registration opens at 6 pm, Dinner at 6:30 pm, Dancing at 8:30 pm. This is a casual, adults only evening including a fajita buffet, dancing, music by Password, and a live cake auction. Wear your jeans or dress in your favorite Halloween costume. Purchase tickets now at: <https://bit.ly/2025sugarshindig>. Tickets are \$32 or \$500 for a table of 8.
  - Join the FBEF Auxiliary Volunteer Team and help make a difference! <https://bit.ly/3PDGWH7>
  - Join the Houston Texans for Fort Bend ISD Kids Day! <https://www.gofevo.com/event/Fortbendkidsday>
  - Fort Bend Music Center is offering 50% off registration cost for lessons! <https://fortbendmusiccenter.com/music-lessons/>

- AP Tutors offers academic tutorials, SAT prep classes and more!  
<https://myaptutors.com>
- Pay for three months of lessons and get the fourth one free at Goldfish Swim School! <https://www.goldfishswimschool.com>
- Enjoy Community Discounts on FBEF Partner Services!  
<https://bit.ly/fbefcommunitydiscounts>

- **New Business**

- Boundary planning meeting on October 8<sup>th</sup> at 6pm at EHS.

- **Up Next**

- 10/13-10/17: No School
  - 10/20: No School
  - 10/27-10/31: Homecoming Week
  - 10/30: Homecoming Game
  - 11/1: Homecoming Dance
  - 11/3: Sophomore Picture Day
  - 11/13: Picture Retakes
  - 11/18: PTO Meeting in Black Box Theatre, 6 pm (Park in Teacher Parking Lot)

- **Meeting** adjourned by Angelica at 7:27 pm.