

MINUTES

Madden PTO Minutes

April 3, 2018

The meeting was called to order by Shainaaz Ibrahim at 6:05 PM.

Attendance

Kate O'Briant	Karen Vaughn	Avion Sylvester	Hailey Pletz	Tamara Terry
Hajra Siddiqui	Lexi Watts	Gloria Olabisi	Pamela Brown	Jamie Kastens
Victoria Rios	Shainaaz Ibrahim	Tanya Johnson	Pinda Romain	Andrea Young
Tyler Carruth	Shannon Wahyudi	Sharon Sassen	Jaclyn Townsend	Amy Broekhuis
Hilda Arnold				

Old Business / Minutes Approval

- Approve February Minutes
 - Sharon moved to approve, Avion seconded – Motion Passed
- Approve March Minutes
 - Provisionally accepted, with any changes to be emailed to Secretary later

President's Notes

- Bylaw Changes
 - Executive Board has been emailed the changes
 - Add Second VP
 - VP 1: Fund raising; BoxTops; etc.
 - VP 2: Parent/teacher coordination; room parents, learning garden
 - Nominating Committee – Suggested changes by Dr. Baum
 - Change from February to April to distribute and handle nominations
 - Election remains in May
 - VP no longer Ways & Means chair, VP 1 limited to Fund raising
 - Added Fund raising chair and requirements throughout year
 - Media Coordinator – Facebook page, Website, Twitter if applicable, shared with 2 teacher representatives, President, & Principal
 - Removed Yearbook Committee
 - Added Learning Garden
 - Removed Historian – Position has never been filled since inception of Madden PTO
 - Organizational Chart has also been added
 - Term lengths were in the original edits, but those have been tabled at this time
 - Vote will be held in 10 days electronically or by special Board vote
- Carnival
 - 7 food trucks committed
 - \$100 fee to participate, some have paid an extra \$25 location bonus
 - Hoping for 10
 - Increased number of games/activities
 - Flier will be distributed via PeachJar, School Messenger, announced at Movie Night
 - Jamie will look into selling Carnival tickets at Movie Night
 - Mrs. Brown will connect with other area schools

- Shannon in charge of silent auction
 - Lots of teacher sign-ups
- Propose grade level silent auction baskets, request donations from parents
 - Mrs. Brown also suggested that classrooms could do projects for future years.
 - Boxes for donations will be set up by the PTO room
 - Shannon will provide a draft notice to go into Friday newsletter
- Need volunteers for dunking booth
 - Mrs. Brown suggested listing the schedule for dunkees
 - Sharon will set 30-minute increments on SignUp Genius
- Next week is intended to be the last week of Carnival committee meetings (for planning) in order to allow the work to be completed
- There will be both live and silent auctions
 - Rockets & Texans tickets, signed player jersey
 - Quincy has suggested getting a DJ/announcer – PTO cannot cover \$350 for DJ.
 - Ms. Rios will look into a contact
- Trying to find a sponsor to cover lunch for teachers the day of Carnival

Treasurer's Update

- Carnival Donations – Received \$2700+; does not include \$1125 received today
- Carnival Budget - \$1500
- Received \$2175, tickets \$510 = \$2685
- Projected expenses
 - Port-a-potties - \$500 quote
 - Need to look up state requirement for port-a-potties & hand washing stations
 - Up to 1000 – 8 for 3 hours
 - Up to 2000 – 15 for 3 hours
 - Minimum 4 handwashing stations per 4 restrooms (***Please verify this – possible typographical error; cannot locate reference - KGOB***)
 - Minimum 1 handicapped facility
 - Per state sanitation website
 - 6 police officers - \$900
 - 40 tables - \$550
 - Games committee - \$2700 projected
 - 5 inflatables
 - Gaming truck
 - Concerns about whether parents will support the ticket cost vs. cost of truck; however, the games committee has
 - Games
 - Dunk tank
 - Trackless train
 - Confetti Eggs
- Ms. Brown asked if we could supply dollies/wagons for crossing guards (new or donated)
- Ms. Rios asked for volunteers to sharpen pencils by Friday for STAAR
 - Will be done in VIPS room this week
- Mrs. Brown addressed FBISD rezoning
 - Asking for help to show up at planning and zoning meetings/Fort Bend ISD meetings
 - Rezoning meeting at Travis tonight; Repeat at Austin on 4/11
 - Madden families need to listen and use their voice; information is key

Committee Chair Updates

- VIPS
 - Passed around off campus hours sign-in sheet
 - Will break down SignUp Genius dunk tank for 30 minute slots
 - March VIPS – Gloria (Valentine's Day party)
 - April VIPS – Lauren Alaire (Carnival Games building) & Carina (Carnival organization)
 - Hajra has been submitted for VIPS of the year for FBISD
- Teacher Appreciation
 - Trying to do lunch for day of Carnival; alternately may do a snack bar for that day
 - May 7-11 – Teacher Appreciation Week
 - Ideas for Teacher lounge
 - Microwave(s)
- BoxTops
 - Ms. Johnson asked when they will be collected
 - Shannon asked teachers to just turn BoxTops in to mailbox when they get turned in

Principal's Notes

- STAAR next week
- Movie Night 4/13
- Talent Show
- Carnival
- Kindergarten Registration starts 4/26; Pre-K registration opening next week
 - Project over 200 kindergartners next week
 - A-L 5/15 – 5 PM
 - M-Z 6PM
- Career Day
- Kindergarten Program
- 5/11 – Travis HS seniors march in gowns at Madden
- 5th Grade celebration
 - Fund raising is short this year
 - T-shirts
 - Popcorn
 - Sale opportunities have been restricted compared to last year
 - PTO has \$150 earmarked for 5th Grade
 - Donations will also be accepted
 - Main Event – approx \$30/person
 - Will be updating parents of 5th graders on cost vs. funds raised (Last year \$3025, approx \$20/student)
- Ms. Rios will be teacher rep for Media Coordinator
- Proposed VP change to bylaws – Shared vote
 - Maintains odd number of voting members
 - Maintains balance parents/teachers
 - Concerns raised about notifications and voting time
 - Teachers seriously concerned that they have not yet seen the Bylaws
 - Concerns about time for parent and teacher feedback

- Options to either get feedback and vote down as Board, then update later; or post options and then table until next year
- Ms. Watts suggested a general review of the Bylaws
- Ms. Vaughn suggested running PTO meetings in conjunction with programs to increase parent attendance
- Mrs. Brown will send the proposed Bylaws changes to teachers tonight, requesting responses by April 4, 5PM.
- Allows Board vote by Monday, April 16.
- Suggestion to have 2 sets of nominating forms ready to go for immediate distribution to parents, depending on outcome of vote
- Question raised regarding April vs. February for nominations

Meeting Adjourned 7:58 PM

Addendum

Following staff review of proposed Bylaw changes, and discussion by the Board, it has been proposed that Bylaw changes be tabled for the remainder of the 2017-2018 school year. Volunteers for a Bylaw Committee will be sought at the next PTO meeting (May). Ideally, this committee will be able to meet over the summer, and will bring any suggestions for changes to the Bylaws to the PTO at the beginning of the 2018-2019 school year.