

Madden Elementary PTO: Meeting Minutes – August 17, 2021

Call To Order 6:02 pm by Kate O'brient

Secretary – Avion Sylvester

- Review & Approve Minutes. Motion to accept minutes approved
- Contacted Velma regarding basketball shade and was advised to contact Mc Kenna construction. We need 3 quotes to send to the purchasing department for approval. Will verify who is on the approved vendor list.

Principal – Mrs. Durham

- Great start to. All classes full
- 3 pre k classes including ECSE early childhood special education
- Car rider line is taking a long time. Some students switched to walkers which helped speed things up.
- Thanks for the food on the first day.
- Following guidelines for FBISD regarding masks.

President – Kate O'Briant

- Jennifer Morgan is interested in the open Vice President position. The position can be filled by anyone who is interested. The Executive board will vote. Requesting any other interested parties?
- Calendar Updates
 - August 23 – Lunch Bunch Volunteers Start (VIPS) **suspended indefinitely**
 - September 9 – Open House – Table will need volunteers
 - Will visit other dates as the year progresses

Treasurer – Lauren Allaire

- Budget Update approximately 44601
- Will evaluate the field trip funding to ensure that we distribute funds equally per child
- Check Signer Transparency w/out VP
 - Checks to Kate & Lauren: check was written for \$100 petty cash for meet the parent and kinder orientation.

Membership – Jamie Kastens

- Membership to date 90. A combination of kinder orientation, meet the teacher, as well as square sign ups
- Teacher incentive \$50 Roku gift card to the teacher with the highest membership sign up. The deadline will be August 31

Room Parent Coordinators – Nicole Shen, Sumaiya Patel

- Room Parents sign ups and background checks coming in

Teacher Appreciation – Sharon Sassen, Ayesha Shoaib

- McCalisters box lunches for 105 staff. Spent \$783.90 plus \$20 tip for delivery. Orders were submitted through google forms, which worked well
- Next event Sept 10th-17th. working with a sponsor for breakfast.

Spirit Merchandise – (Kate)

- Sales began for the new shirt. \$15. 80 purchased outside of memberships so far. August 31st is the deadline. Will send reminders. Will continue to have the classic and the theme shirts available for sale. Shirts needed for fieldtrips and spirit events.

VIPS – Ayesha Shoaib

- District vips meeting on 26th of August
- Volunteer names coming in. Working with Mrs. Escobar to coordinate lists and background checks
- Will need volunteers September 9th for table at open house

Fundraising – Dhruvit Shah

- Current Sponsorship Responses
 - Need to coordinate all Logos, etc. with Anne and Jennifer for the yearbook marketing
 - received checks for some of the sponsors
- Planned Spirit Nights
 - August 24 – Torchy's
 - Sept 7 – Symphony Cakes
 - Sept 22nd – Chipotle
 - Spring Creek – Met the coordinator. We need 15% of the population to show up. We will get 35% of business on that day. Will give a \$500 check if we do not get to 35%. \$200 check for placing signage. Durham thinks it will be fun). Oct 6th is the possible date. Need 16 teachers to volunteer to decorate aprons. They will get a prize. Sauce fundraiser 50% back on sales. Event from 5-9 pm
- Future Meeting Items
 - Texas Roadhouse Roll sale – Thanksgiving timeframe??
 - Cancel Penny wars? - Donut Day possibly to coincide with Boosterthon

Yearbook – Jennifer Davis

- Met Cindy and signed a contract for 350books with 88 pages. We have till January to make changes
- Spoke with Durham and will have a virtual meeting to discuss pictures
- Mrs. Jackson will send a reminder to teachers for photos of their classes after each event
- Set up events in Balfour so people can drop the photos in the event folders

- It has been challenging to get involvement for the 5th grade baby pictures. We should start sooner than later.
- Early bird Sept 15th- Nov 15th will get complimentary dedication
- Sponsors will be in the yearbook

Media Coordinator – Anne Simsuangco

- Cleaned up the website, moved pages, and added a calendar.
- Updated the fb page so we can have relevant info on a daily basis so it becomes a source of info for parents
- Posted spirit events, promoted meetings and any news news

BoxTops – Tiffany Tran

- BTFE.com to upload boxtops
- Kroger does extra points
- Amazon smile. We will receive cash back

Learning Garden – Nicole Shen

- Hard keeping things alive in the heat. A lot of areas are growing very well. Bringing caterpillars to the garden. Teachers, please bring your classes.
- Will meet with Nicole Jackson about the plan for the kindness rocks from 2020. Lauren Allaire will help install the rocks

Teacher Rep Hailey Thibodeaux

- Thanks for lunch on the first day. Excited for the Spring Creek spirit event. Excited to participate in the membership contest

Teacher Rep Tyler Carruth

- Thanks for the food on the first day of school. Looks forward to working with pto

Teacher Rep Nicole Jackson

- Will be replacing Mrs. Wilson as the third teacher representative on the board

Attendees

Avion Sylvester	Kate O'brient	Hailey Thibodeaux	Kalynn Ollre	Kristi Durham	My Do	Gail Henderson
Niole Jackson	Huma Shaikh	Hannah Hmmond	Alisha Adebayo	Nicole Shen	Noureen Zaheer	Tommy Hockenberry
Gerda Faris	Cindy Sanchez	Annie Simsuangco	Troy Kastens	Aena Drone	Greg Foulds	Lauren Allaire
Jennifer Morgan	Minahil Mughal	Nirav	Nikki Pimentel	Anish Prasla	Kristina Heckard	Levita Marshall
Ashima Singla	Beenisu Memon	Denise Gonzalez	Alicia Fnu	Jennifer Davis	Juhi	Li Wang
Sharon Sassen	Sheela Paul	Nirav	Theresa Grahmann	Vladimir	Tiffany Tran	Amaara
Michelle Atanu	Theresa Shmerling	Tyler Carruth	Arshia Khan	Ayesha Ali	Dhruvit Shah	Diana Kothapally
Peter Kim	Sumaya Patel	Jamie Kastens	Aneels Farooq			

Adjourned 6:59 Motion made and held

Addendum

Following the nomination of Jennifer Morgan at the August meeting, she was elected to fill the position of Vice President by unanimous email vote of the Board on August 25th 2021.

Article IV, Section 8 of the PTO Bylaws, states the remaining members of the Board may by majority vote appoint a member of the PTO to fill a vacancy.

- President - Kate O'briant (no vote)
- Secretary - Avion Sylvester
- Treasurer - Lauren Allaire
- VIPS Coordinator - Ayesha Ali
- Membership Chair - Jamie Kastens
- Parliamentarian - Troy Kastens (no vote)
- Media Coordinator - Anne Simsuangco
- Learning Garden Warden - Nicole Shen
- Administrative Team (Principal & Assistant Principals) - Mrs. Durham; Dr. Foulds; Mrs. Farooq
- Grade Level Rep - Hailey Thibodeaux
- Grade Level Rep - Tyler Carruth
- Grade Level Rep - Nicole Jackson

This change goes into effect immediately.