

MaddenElementary PTO: Meeting Minutes template – May

10, 2022

Call To Order 6:11 pm by Jennifer Morgan

Motion to approve April meeting minutes approved

Principal – Kristi Durham

- Thanks for taco bar and to the women owned businesses who made it a success
- Started Staar online...5th grade math which was a big success. With the makeup days will end on the 20th
- Field Day May 23rd. Most of the shirts sold
- Face to face awards beginning May 24th
- Learning garden
 - District gave approved vendors from which the PTO sourced bids and the school submitted the paperwork to the district. We then received notice that the approved vendors were no longer approved. We ended up with 2 options
 - Start over seeking bids
 - PTO pays adventure play systems directly and donate the equipment so the shade then belongs to Fbisd and they will maintain the equipment.
 - We chose the latter. The check was cut today and it is possible that the project may be done before the beginning of the upcoming school year. Moving forward we will need to seek vendors on the **FBISD Approved Procurement Vendor List**
- Asked PTO for a laminator ,but realized that the student council could purchase the laminator with the money they raised this year and PTO could do a beautification project, so we can replace and maintain the landscaping that was destroyed by the winter storm. PTO can work to remove and replace dead shrubs. PTO would maintain mulch and pruning biannually
- Husky of the month 10\$ to give to each teacher who works above and beyond. Treasurer would add a line item for the \$90 (rolled into the Teacher supply line item in the budget along with the stem gift cards)
- Dr. Foulds accepted the role as Principal at Schiff in Sienna
- Durham got into a cohort and will take classes at Harvard
- Madden received 25k for 19 grants through the Fort Bend Education Fund (FBEF)

Introduction of Nominees

- President
 - Kate Obriant with a 2nd grader moving to 3rd grade
- Vice president
 - Jennifer Morgan has a kid in kindergarten moving to 1st grade. Works in oil and gas volunteers here and with her alumni organization
- Treasurer
 - Lauren Allaire 2nd grader moving to 3rd and older son at Garcia where she will be incoming VIPS coordinator for their PTO. Works for a Biomedical company as a trainer.

On auto pilot as treasurer and hopes to do a second term

- Dhruvit Shah second grader going to 3rd. Fundraiser for the last 2 years. Has served as treasurer in other organizations also. Likes supporting the school. Works in Oil and Gas
- Secretary
 - Avion Sylvester current secretary for the last 2 years. Other nominee withdrew so decided to run again. Has a 3rd grader going to 4th and a 5th grader moving to 6th. Has been involved from the first meeting the first year enrolled. Continues to love Madden
- Membership
 - Ayesha 2nd grader going to 3rd and 6th grader. Has attended Madden since the beginning Likes supporting the school
 - Priyanka Shah, Dhruvit's wife, was at Madden and pulled Dhruvit in. Works as a Physical Therapist
- Media
 - Annie Simsuangco has kids going to 3rd, 4th, and 5th. Works as a HR Business partner. Social media queen on fb all the time
 - Nikki Pimental has a 1st grader and 4yr old attending a bridge program. Worked in Oil and Gas and is now a Stay at Home
- Vips no nominations
- Parliamentarian no nominations

Vice President – Jennifer Morgan

- School supplies sales live till end of May at current price till June 26th. Price will increase by \$10. Not a money maker for PTO

Spirit Wear – Jennifer Morgan

- Currenty working on a new legacy shirt design. Looking for new vendors online and local.
- Theme will be '**Leader of the Pack**'
- New coordinator will pick up from there

Treasurer – Lauren Allaire

- Balance Sheet total \$50,054.29
 - Prosperity Bank \$37936.68
 - Texas Bay \$12087.61 plus \$30 savings
- Will be closing Prosperity Bank account
- Spirit night income \$379.48
- Boosterthon pay out \$1923.83
- Field trips \$1305
- Spirit Wear discrepancy (\$1213.22) will be investigated because we only spent \$116.40 on the shirt mockups
- Fundraising Expenses to purchase incentives for raffle fundraiser \$172
- Profit and Loss vs Budget. Doing well, we made more than we spent since we brought in more sponsorships and donations.
- Field Trips paid out \$7818, but budgeted 7k
- Audit Committee:
 - Renuka, Vickie, Dhruvit (Check signers cannot interact with the committee. Will choose

the date later)

Teacher Appreciation – Sharon Sassen

- Taco Bar was a hit.
- Left a guide for the next coordinator
- Initial budget \$4000. With 874.69 balance. \$1500 plus was from donations solicited through fundraising (details in attached file)
- Teachers asked for breakfast tacos with the remaining \$874.69
- Valentine's Day party went

VIPS – Jennifer Morgan

- Volunteer of the year Sharon Sassen
- Email hours to Ayesha at Madden.volunteers@gmail.com

Fundraiser – Dhruvit Shah

- May 17th Texas RoadHouse. 3:30-9pm. Bake Sale will be donation based and baked goods will be solicited through neighborhood bakers and filled in with Heb. All good will be single serve
- 7 Summer Spirit events at Jeremiah's Every other Thursday starting June 2nd. Flyers will go out next week
- Spring Creek will send gifts to be distributed to teachers who participated in the spirit event. Will meet up to lock in the dates for 2 events next year

Yearbook – Jennifer Davis

- Sold 269 of 350 books
- Plans to set up tables to sell remaining books at Award Days

Boxtops – Lauren Allaire

- Raised \$143.
- Plans to produce and promote a video teaching parents how to do Amazon Smile. Remind families to link Kroger rewards

Learning Garden – Nicole Shen

- We Needed 2 bids and we only received 1 from the vendors provided by Mrs. Durham
- Phase 2 of the garden project will begin next school year
- Vendors need to be FBISD approved Procurement Vendors
- Need high school or middle school volunteers to help maintain the garden in the summer months

Teacher Rep – Nicole Jackson

- Kids have been working on the Kindness rocks this last week. Will be replenishing supplies for next year
- Kindness rocks will be installed after phase 2 of the garden project is completed

Teacher Rep – Hailey Thibodeaux/Tyler Carruth

- Thanks for teacher appreciation. Tacos were a hit
- Shout out to all the 5th grade parents
- Thanks for everything

Teacher Rep – Hannah Hammond

- Thanks for supporting Student Council

Budget — Lauren Allaire

- Penny Wars to remain at \$3000
- Business Contributions and Sponsorships increased to \$7500
- Added Donation line item \$250 from the donation link on the square store
- School Supplies Sale \$0
- Field trip budget increased to \$10000 from \$7000 because we went over budget by \$818 this year
- Room parent budget increased to \$4500 from \$4000 because the full budget was not used this year
- Yearbook still \$3000
- Box tops reduced from \$250 to \$0
- Teacher School Supplies will be used for Husky of the month gift cards and Stem supply gift cards keeping the same budget
- Winning party expenses increased to \$100
- Classroom Enhancement fund increased from \$1500 to \$17500 to allow each **teacher responsible for instruction who are PTO members \$250 each**. There are currently 70 classroom teachers
- Accounting fees reduced to \$400 from \$700
- Postage and Mailing \$150
- Landscaping/ School Beautification will remain at \$750 until the we check on the sprinklers and receive an estimated cost for the landscaping

Motion made to approve the proposed budget. Budget approved

Elected Officer 2022/2023

President — Katherine O'Briant

Vice President — Jennifer Morgan

Treasurer — Lauren Allaire

Secretary — Avion Sylvester

Membership — Ayesha Ali

Media Coordinator — Annie Simsuangco

VIPS —

Parliamentarian —

Learning Garden — Nicole Shen

(will seek to fill remaining positions and fill appointments at a later date)

Attendees

Avion Sylvester	Kristi Durham	Lauren Allaire	Troy Kastens	Susannah Olsen	Nicole Jackson
Dr. Foulds	Ayesha Ali Shoaib	Aneela Farooq	Hannah Hammond	Dhruvit Shah	Jennifer Morgan
Nicole Shen	Katherine Rogge	Hailey Thibodeaux	Ann Marie Simsuangco	Sharon Sassen	Jamie Kastens
Nikki Pimentel	Gabriela Pruneda	Renuka Sannicandro	Tyler Carruth	Vicky Rodriguez vo	Sara Stuva
Jennifer Davis	Melissa Kruega				

Adjourned 7:30 Motion made and held

