

# FOL Meeting

Wednesday, Oct 1, 2025 @ Revive Cafe 9:30 am

Attendees: Marina Moore, Jenna Walker, Kay Cooper, Kim Holden, Angela Jaramillo, Marissa Wong, Danielle Johnson, Nicole Cagle, Jill Jenson, Yetty Otu, Maria Elena

\*\*Sandy Franks, Lili Grimaldi

Time Called to order: 9:30am

Action Items:

- Approval of Last meetings minutes —Approved
- Review assignments from last month:
  - List of New PTO members and volunteers: PTO members welcomed, volunteers passed off to VIPs. Jill
  - Update on PTO volunteer T-shirt Marina—arriving by 10/4
  - Top Number of tickets we can sell, and location for Halloween dance? Nicole
  - Date for winter glow: Marissa and Angela
  - Zeffy links for sports, PTO, and Sponsors worked great.
  - Update on site-based committee mtgs time and location? Marina
- Evaluation of Consuela Event: \$340ish
- Open board mtg date set: Nov 5th 9:30-10:15 with board mtg after. Zoom –Meet at Revive and have the zoom then board meeting after.
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- **List of Events**
  1. Leaman Halloween dance Oct 24 7 pm-9 pm
  2. Fun food friday dates:
  3. Roberts: Oct 17
  4. Winter-glow for Roberts: Thurs Dec 18th 4:30 pm
  5. Movie night: Mar 27 (half day)

## **Board Reports:**

President: Marina

Vice-President: need replacement

Treasurers: Kay

Bank account numbers

zefly 520 waiting to transfer Oct 6

See profit loss in google drive July - Oct 1

- about 7000 sold in spirit wear but spent 10,000.
- try selling T-shirts at a football game
  - Marissa and Angela
  - Danielle can give a certain amount of T-shirts (pre counted) for Marissa and Angela to sell. If they sell out, we can have the QR code to the online store
  - sell cash only (and have zefly code)

Secretary: Jill

- Google Calendar: i will work on keeping it updated, but please add in your own stuff if possible
- Newsletter for PTO members: **send by friday**
  - signups for dance
  - link for tickets
  - signup for all volunteer opportunities
- PTO bylaws mtg date: **Changed to Friday Oct 17th 9:30 am**

### **Sports Coordinators: Jenna and Nicole**

#### **1. Daily limit on bank card: Yes. Raise the daily limit to \$2000:**

Can we increase the daily limit on the bank card so I don't have to remember to call before CFA tries to run the card every week on the day with football and cheer?

**Nicole will talk to CFA to get a better system for billing**

- Sub-account for sports only? Then all the donated money can be used for any sport. We can use the money to pay for meals for all kids in any sports.

#### **2. CFA warmers:**

Ms Gloria does not want the CFA warmers left behind in the office, we don't have a great solution for getting them back to CFA every single day. We don't want to be responsible for them leaving the school and not actually getting to CFA nor do we want to keep up with who can take them, etc.

Solutions:

- •see if CFA can just pick back up, but traffic is a problem
- •stop getting them delivered in warmers and avoid the problem all together?
- **Solution: Pay the extra to have CFA individually box the food. Nicole will arrange**

#### **3. Volunteer coordinating:**

For some reason coordinating volunteers has been way more chaotic this year, I am proposing we just get CFA to box up their chips and cookie with a sandwich and it would be all set up, not needing any parents to really assemble bags and snacks. So we would offer sandwich only. The cost is similar to what we do now but I will get final numbers from Ashley if this is a doable

solution. \$8.73 for CFA to box it vs \$7 for us to box it. It also then solves the warmer situation from above. **YES change to boxes**

- Potentially 1 or 2 if available parent(s) could just make sure the boxes are down in the gym hall and it would make distribution all that easier as well.,
- do we start now during football and just have coach shorter send a message out saying we are no longer serving nuggets? **NO**
- continue with box meals for basketball and other sports coming up.

#### **Events: Angela and Marissa**

1. **Halloween Dance (7th/8th Grade):** The dance will now take place in the **gym**, which allows us to sell up to **700 tickets** instead of 500. 7pm-9pm
  - o **Final vote sell 600 tickets**
2. **Set-Up Timing:** Can we confirm how early we will be allowed to start setting up? **4 pm set up**
3. **Ticket Sales:** Can we move to selling tickets **online only**? **YES** If so, which ticket-selling program would be best? **Zeffy – PTO members will get the link first then we will share online. Parents are already asking JGLO about when they can post in the newsletter. I think we should post the VIPS link first to see how many parents will sign up.**
  - o **Kim will post an announcement social media: Halloween tickets go on sale soon, if you would like to be notified first, join the PTO now.**
  - o **Marissa will send info on what volunteer needs they have, Maria Elena will make the signup genius before Friday and send to Jill. Jill will put it in the email to go out to PTO parents first**
4. **Concessions:** We'd like to simplify and sell just **chips, candy, and drinks** at the dance—no pizza.
  - o yes we can use concession stand
5. **Ticket Package:** The **\$20 ticket will include:**
  - o **Admission**
  - o **A photo strip from the photo booth**
  - o **A treat bag of candy**
  - o **A bottle of water**
6. **Added by Marina - The GM, Shelby McPherson @ 832-540-2209, from Dominos reached out to me because she heard about us hosting the Leaman dance. I told her that we were not selling pizza for the Halloween dance but it could be a possibility for the WinterGlow or any teacher appreciation dates. Here's what she sent me for your records:**

**Four or more large pizzas (14", 8 slices each) with one topping for \$7.99 each. We can provide additional slices per pizza if needed.**

**Two or more medium pizzas (12", 8 slices each) with two toppings for \$6.99 each.**

**As this is a school order, we're also able to process it as tax-exempt with the appropriate documentation.**

7. **Costume Contest Prizes:** Has Fundraising been able to secure any **gift cards** for the costume contests, as discussed at our last meeting? If not, how much can we use to buy prizes? \$200 total
  - best duo costume: lunch pass (canes, etc)
  - most creative
  - Best overall
8. Volunteers: Rotating positions every ½ hr. Yeti and Maria Elena
9. **Golf Tournament:** We have a confirmed date and location! **Fairways for the Future** will be held on **Monday, May 4th at Weston Lakes Golf Course.**
  - Weston Lake provides all the staff so we won't need volunteers other than board members
  - 140 tickets (35 teams of 4)
  - different sponsorship levels
10. **Committee Meeting:** We'd like to schedule a separate meeting to review details and responsibilities for each committee involved. **Oct 17 in person 9:30 am**

### **Communications – Kim**

### **Hospitality Veronica and Danielle**

1. Got confirmation for Thanksgiving and will order feast for Leaman to be delivered on November 21st at 1:15 for 140 people.
  - a. Doziers catering \$1515.50 total, and they will deliver (140 people)
2. Can we please get a follow up with Barrera for the requested birthday list for staff? Or if we need to do anything for birthdays? **By end of day today - marina**
3. Decorating for Halloween: "potion" bar as it gets closer
4. **Made little spa baggies for staff to distribute throughout the year- includes a face mask, eye mask, chapstick, mini-lotion, mini-candle, and a scrunchie.**
5. email inquiries have been sitting in FOL email...can we change to hospitality email?  
**YES Marina and Danielle will do**

### **Fundraising LiLi and Sandy**

We sent out 100 emails last week with the Sponsorship Flier and this week focusing on visiting businesses in person.

Also creating a solicitation for prizes needed for upcoming events. Will coordinate with the event planners.

### **VIPS – Yetty and Maria**

Added by Marina – Roberts Fun Food Friday dates

-10/17

-11/14

-2/6/26

-4/17/26

-5/8/26

Leaman Dates TBA (Marina will get)

Mtg adjourned: 11:07am