

Canyon Pointe Elementary PTO Meeting
13002 Northpointe Blvd. Tomball, TX 77377
Thursday Sept. 3rd, 2026

Call to Order: President says "The meeting will come to order."

Approval of Minutes- "Are there any corrections? [Pause] Hearing none, the minutes stand approved."

Attendees: Jennifer Napier, Taylor Jessee, Sarah Haywood, Ashley Folse, Amanda Kussad, Amber Hall, Hannah Lavigne, Roxy Alvarado, Jennifer Martinez, Jamie Napier, Anyelis Mesa, Monica Galloway., Betsy Moorehead, Maria Vazquez, Isabel Ortega, Heather Howard, Jami Echols, Jodi Wolf, Julio Mercano, Miliiza Marcano

Shout Outs:

President (Jennifer Napier) & Vice President (Amber Hall):

- We are reviewing and updating Bylaws but need still need district approval
Bylaws were updated for the first time since 2012. A draft version is currently with Mrs. Avila awaiting approval.
- Review Roles & Sign Agreements (all sent ahead of time)
Agreements were created to outline roles and responsibilities, and create an organized system that can be passed on to future boards.
- Review Calendar for Marquee/Bulletin Board/Socials/School Events
- Update personal information and email addresses to get access to the Google Drive from the Board with Jodi and Amanda
- Upcoming PTO Dates- *all in the PTO portable

- o Thur. Sept. 3rd 10 am
- o Thur. October 1st 10 am
- o Thur. November 5th 10 am
- o Thur. December 3rd 10 am
- o Thur. January 7th 10 am
- o Thur. February 4th 10 am
- o Thur. March 4th 10 am
- o Thur. April 1st 10 am
- o Tue. May 11th 10 am *different date due to 4th grade field trip

- Educational adventures
 - \$8 K- \$10K for all grades
 - Agreeable to pay as we go for each grade \$2500-\$3500 per grade including bus fare and tickets
 - Contacted the following over the summer
 - 1. 4th grade- STEAM on campus Main Event (Oct. 28)
 - 2. 3rd grade- off campus- possibly Tomball Heritage or off campus musical *HRP rep help
 - 3. 2nd grade- Oil Ranch (March 5)
 - 4. 1st - Kleb Woods (?) Tent. Jan 29th
 - 5. Kinder & PreK- Little Beakers on campus
- Proposal to provide different experience for Pre-K due to time constraints with Kinder & Little Beakers

Secretary (Amanda Kussad)- Board Meeting August 25th, 2026

Robert's Rule of Order- Example

1. **Bring it up** A member asks to speak, is recognized by the President, and states the idea. *"I move that the PTO spend \$300 on library books."*
2. **Get a second** Another member must support it so time isn't wasted on a single person's idea. *"Second!"* (No need to stand or be recognized).
3. **Debate** The President repeats the motion and opens the floor for discussion. *"It is moved and seconded to spend \$300 on books. Is there any discussion?"*
4. **Vote** The President calls for the vote once discussion slows down. *"All in favor say 'Aye.' All opposed say 'No.'"*
5. **Announce** The President states the final result for the minutes. *"The motion passes. The \$300 is approved."*

Treasurer (Jodi Wolf):

Reimbursements- PTO doesn't pay tax or reimburse taxes. We will make purchases with the PTO card and appropriate tax forms

- **Ex- Amazon Account- how to make purchases**
- **How to support PTO- Shutterfly, Kroger, etc. (link for open house slide)**
- **Company donation matching**

Need to purchase- 3rd/4th grade recess upgrades

- Balls, Soccer Nets, Tether Balls

Committee Details & Updates:

- **Paw Print Committee-** Board Members, Ondra Suffolk, & Indira Bean

- Paw painting date 8/28 followed by 8/30 if needed
- Number sold- 75 as if 8/31
- Needed- 5 remaining to paint paws and names

Update: 1 more was sold. Need to paint 6 new paws and add names

- **Paw Print Flyer: Marketing plan**

- What supplies need to be purchased
 - Cricut machine
- Limit to 120 paw prints
- Order on Zeffy: Pre-sale is \$40 until August 1
 - \$50 August 1-September 1st
 - No more sales after September 1st

Family Events- (Amber Hall, Cassidy Johns, Crystal Bailey, Carleigh McDow)

- **Thur.** Oct 29th- Trunk or Treat (Come Hang with us) Outerspace themed with wildcat
 - Need to create a flier and meet with Betsy
 - Start sending our emails for possible company, vendor, donation booths
 - Google form created for trunk sign up
 - Decorating contest categories & prizes
 - Review trunk or treat sponsorship flier
 - Create a sign up genius for high school students to volunteer for hours
 - Need to book security and custodial for RR.
 - Create auction list of 4 sets of 2 seats and Fast Pass Parking (max 2)for car riderline
 - Met with PE teachers to determine where these fast pass parking spots can be.
 - 3rd gr. - Friday, November 13, 2026
 - 4th gr. Friday, December 4, 2026
 - 2nd gr. Friday, February 26, 2027
 - 1st gr. Friday, April 2, 2027
 - Kinder- Friday April 30, 2027
- **Thur.** Feb. 11th- Valentine's Dance
- **Friday Dec.** 11th- Winter Bingo- Cassidy will help here
- **Wed. March 31st-** Spring Bingo

Fall Fundraiser (Indira Bean)

- Marquee upgrades- For Boosterthon
- Waiting on digital marquee quote
- Kick off 11/9/26

- Event Date 11/20/26
 - This is a probably a 2-year project to upgrade to a digital marquee
 - Prizes option- Reward store accumulate and spend points (items mailed and sorted by teacher)
 - Theme- Global Kitchen Club (Korea, Morocco, Mexico, Italy, & New Orleans)
 - Individual Prize- Great Wolf Lodge - earn ears and day passes
Can passes be used at any GWL location?
 - Incentives- Large golden spoon/whisk/or spatula for daily class winners

Spring Fundraiser Committee

- Should we put our Check writing campaign here
Move to approve check writing campaign as part of spring fundraiser-Majority YES
- Possibly move the Valentine's Dance to a different committee?

Hospitality (Kristen Cross, Taylor Jessee, & Maria Vasquez)

- PTO luncheon- Chick Fil A Sept 3rd after school.
 - Decorate Lounge
 - Help Chick- Fil- A Set up ahead of time
 - Baby Cow will be in attendance
 - Dinner provided to teachers at 4:30
 - PTO still needs to purchase cookie trays and chips from Costco
- Create and maintain sign up for companies to sponsor & donate meals
- What is the next meal and when will it be set up and secured?
- Maria will follow up with contact for Smallcakes teacher birthday cakes
- August 18th- Rudy's, Lauri Stanfield, and PTO provided breakfast for Teachers and Staff
- Stay after the meeting to create a sunshine cart calendar that will be shared with the admin.team

Homeroom Parent Coordinators (Hannah Lavigne, Roxy Alvarado)

- Update on homeroom parents
All classes have assigned homeroom parents.
- Remind volunteers to fill out volunteer form before arriving to campus
- Homeroom parent meeting
 - Thursday September 10th- 6pm PTO portable
 - Friday, September 11th- 10 am PTO portable
- Bilingual liaison to attend both
Hannah and Roxy will compile a list of grade level specific volunteer opportunities.

Spirit Night (Jami Echols)

1. Jeremiah's Ice recap- We will get a check within 30 days. Connie Walker is meeting with the owners to discuss and update on proceeds from spirit night
2. Upcoming Spirit Nights
 - August 27th (Thur.)- Jeremiah's Ice
 - September 8th (Tue.)- Chick Fil A
 - September 30th (Wed.)- Spring Creek - follow up with contact
 - October 22nd (Thur.) Portillo's
 - November 16th (Mon.)- Gringo's
 - December 3rd (Thur.)- Texas Roadhouse
 - January 7th (Thur.)- Marco's Pizza (whole school not decorating boxes)
 - February 9th (Tue.)- Chick fil a
 - March- (open) Potential McDonald's
 - April 20th(Tue.)- Chick fil A
 - May- (open) Potential Smalls or Chipotle
Smalls Burgers reached out and wanted to work with CPES.

McDonalds will donate 15% of proceeds between 4:30-7:30.

Cypress Academy/Ninja Academy-wants to host a parent night and donate 20% back to the school. This would be a Friday night from 6pm- 10pm. Tickets would be \$25 in advance, \$30 at the door. Ninja Academy does have a limit on how many kids they can host.

- **Spirit Wear (Roxy Alvarado/Isabel Ortega/Anyelis Mesa)**
 - We are using Robot Panda
 - New class shirt designs and Wildcat Spiritwear is live
 - Deliveries: Currently being shipped to school on Mondays and sorted and delivered on Tuesday
 - **Yearbook (Cassidy Johns)**
 - Meeting 11/20 with Picaboo representative
 - **Bulletin Board (Laura Aguirre)**
 - Areas to decorate- Hallway mural, PTO Board, Decorate Case in Rotunda: with our calendars and generic information
 - Dates- Sept. 21 or Sept 22nd to decorate next bulletin board
 - Ideas- Come hang with us at Trunk or Treat (keep planets background and add aliens and a green light)
 - **Website/Graphic Design (Betsy Jean Moorehead)**
 - Set up a time to take a PTO group photo for the page
 - Do we want individual photos and our positions this year with just names and no biography?
 - Go over Calendar for posts on website/socials here
 - Add emails to contact board members
 - President-canyonpointeptopresident@gmail.com
 - VP- cpesvicepresident@gmail.com
 - Treasurer- cpesptotreasurer@gmail.com
 - Secretary- cpesptosecretary@gmail.com

Need to create a communications specific gmail

 - Create name tag lanyards for the year for Homeroom volunteers before Thur. Sept. 10th Look at PTBoard to start transitioning for next year. Maybe create this in Feb for a smooth transition.
- Monthly PTO newsletter-We need to decide on the best date to send out.
- **Social Media (Ondra Suffolk)**
 - Report on posts with most traction and questions
 - Review calendar of posts or go over any additions for next month
- **Marquee (Jodi Wolf, Jennifer Napier)-** See Calendar provided for updates on when it needs to be changed

Administrative:

- Please sign-in on PTO volunteer sign-in sheet when volunteering at the school
- Please wear your nametag and provide photo ID
- The TISD volunteer application must be completed and approved before volunteering on campus

Meeting Adjourned:

If you have questions or would like to volunteer, please email us at: canyonpointeptopresident@gmail.com

PTO Events Calendar (Subject to Change)

(Rev: 2026-08-31)

August

- Friday, August 14th – Meet the Teacher (Time: 2:00 PM to 5:30 PM) *
 PTO will have 2 tables at this event
 - o 2:00 PM to 3:00 PM – Presentation
 - o 3:00 PM to 4:00 PM – Alphabet Split
 - o 4:30 PM to 5:30 PM – Second Wave
- Sunday, August 16th – Chalk the Walk (Time: 6:00 PM-)
- Monday, August 17th – Possible PTO sponsored staff lunch
- Tuesday, August 18th – PTO Teacher Breakfast & The mascot will present on the first day of school.
- Thursday, August 27th - Jeremiah's Ice Spirit Night

September

- Thursday, September 3rd - Open House (Time: 5:30 PM to 7:00 PM)
 - o 5:30 PM to 6:00 PM - Presentation in the cafeteria (including PTO)
 - o 6:00 PM to 7:00 PM - Room transitions
- Thursday, September 3rd - PTO Meeting 10am
- Monday, September 7th - NO SCHOOL
- Tuesday, September 16th - Rock the Block
- Wednesday, September 9th - Parents GT Meeting
- Wednesday, September 30th - Spring Creek BBQ Spirit Night

October

- Thursday, October 1st - PTO Meeting 10am
- Friday, October 2nd - Custodial Appreciation Day
- October 8th - 12th - NO SCHOOL
- Thursday, October 22nd - Portillo's Spirit Night
- Wednesday, October 28th - 4th Grade On Campus STEAM
- Thursday, October 29th - Trunk or Treat (Time: 5:30 PM to TBD)
- Friday, October 30th - Patriotic Game (CPES Choir performing national anthem)

November

- Monday, November 9th - Thursday, November 12th - Book Fair
- Tuesday, November 10th - Literacy Night (Book Fair Extended Time)
- Friday, November 13th - 3rd Grade Veterans Program
- Friday, November 20th - Boosterthon
 - *Need to check with PE teachers about Kid's Heart Challenge***
 - *Field Day will be a separate event***

December

- Thursday, December 3rd- Roadhouse Spirit Night
- Friday, December 4th – 4th Grade Musical
- Friday, December 11th – Winter Bingo (Time: TBD)
- ***Will replace Winter Wonderland***
- Thursday, December 17th – Class Christmas Parties (Time: TBD)

January

- Thursday, January 7th - Marco's Pizza

February

- Tuesday, February 2nd - Math and Soccer Night (Time: TBD)
- February 1st - February 5th - Counselor Week
- Tuesday, February 9th - Chick-fil-A Spirit Night
- Thursday, February 11th - Valentines Dance (Time: TBD)
- Monday, February 15th - SRO Day
- Friday, February 26th – 2nd Grade Musical (Time: TBD)

March

- Date TBD – Field Day (Time: TBD)
- ***Tentative Date of Tuesday, March 11th – Once TELPAS testing calendar is finalized this date will be confirmed***

April

- Friday, April 2nd – 1st Grade Musical (Time: TBD)
- April 5th - April 9th - AP Appreciation Week
- Friday, April 16th - Librarian Day
- Tuesday, April 20th - Chick-fil-A Spirit Night
- Friday, April 30th – Kindergarten Musical (Time: TBD)

May

- May 3rd - May 7th - Teacher Appreciation Week
- Thursday, May 6th – 4th Grade Main Event Trip
- ***STAAR testing must be completed***
- Friday, May 7th - School Lunch Hero Day (Cafeteria)
- Friday, May 7th - School Nurse Day
- Thursday, May 13th- Kindergarten Round Up