

Fair Oaks Ranch Elementary PTO November 2018 Executive Board Meeting Minutes

Date and Location: November 6, 2018, at Fair Oaks Ranch Elementary

Meeting Called to order by Jamie White at 10:13am.

Attendance: Jamie White, Kristen Benavides, Summer Calong, Desiray Pool, Neely McGinty, Lauren Walch, Janet Moore, Memory Anderson, Jessica Parnell, and Anna Ahlfors.

Minutes: Jamie White made a motion to approve the minutes from the Executive Board Meeting on 10/11/18. Jessica Parnell seconded. The minutes were approved.

Meetings and bylaws:

- The board meeting is the first Tuesday of every month. Every member of the board should give the meeting priority and should try to make every meeting.
- Bylaws- every committee needs to go through the board for approval. The president is supposed to be on every committee. To be informed of all going on and to give and receive feedback. Copy of Bylaws on the website. Committee members need to read and sign the understanding. Committees report to the board.
- Committees need to attend the executive board meeting the month before their event. Templates to be made for committees as a guideline.
- *VP of Communication position:* Janet Moore makes a motion to fill the Communication position. Board voted unanimously to fill position. Bylaws state that the board is to have 8 positions. The board voted to fill the 9th position this year, and have 8 positions next year.
 - Nominations are to be turned to Anna Ahlfors by 11/16/18. The board will vote on the position on 11/27/18. New member will be at the December Board meeting on 12/4/18.

Officer's Reports:

President: given by Jamie White

Evaluations:

- Glow Run
 - We received positive feedback from both parents and teachers. Recommended to make it shorter next year. 6-8pm instead of 6-9pm.
- Bike Rodeo
 - Kids loved the event.
 - Parents liked the event during red ribbon week.
 - Next year, need better communication between the committee and the board. The committee needs to keep the board informed of their volunteers, and what is needed the day of from the board members.
 - Committee needs to be present at the Executive Board meeting the month before.
 - Some suggestions for next year:
 - Paint lines week or 2 before on the blacktop so kids can practice.
 - Copy score sheets for parents and for spirit stick distribution.
 - Need volunteers for scoring, and have a scoring meeting the week before to train the volunteers, Don't rely on the police to score.
 - Need 3-4 adults helping kinder get their bikes.
 - Need 6 volunteers for traffic.
 - Need a sign up for kids to volunteer who aren't participating.

- Communication to parents before the event that they will be needed to park, and walk their child's bike to the assigned spot.
- Make a clear path for bikes when finished.
- Make sure ants are removed and the grass has been mowed.
- Have SUG available at first watch dog meeting to have dads available for volunteering.
- Water and ice chests already out and tents for scorers.
- Communication on SUG on what exactly is needed and expected.
- Schedule of events needs to be out early for both parents and teachers.
- Make SUG clear on what grade level to sign up to volunteer. – So parents can volunteer and then watch their child participate.
- Someone on committee needs to be in charge of clean up at 3:15pm.
- Teacher name signs to designate bike section.
- Kick off meeting next to work out logistics.
- Have police officers come during PE to demonstrate what is expected and talk about bike safety.
- “Hall”-O-Ween
 - Received a lot of great feedback. Everyone loved event. Only suggestion to make it a shorter event next year. Possibly 1 hour long.
- ILMS Month
 - Fun, energetic, month. Incentives were great. Parents loved more rewards for more children. The incentive parties a huge hit.

EVP/Communications: Kristen Benavides

- Look ahead and send all communication requests Wednesday for the following week.
- The Texas Finance Reforms Recommendations- Robin Hood unjustly taxed. Fast growth district and property wealthy district is a problem. Think of ways we are double robin hood taxed. Need negative comments to follow up with reasons. Give reasons to Kristen to go to the meeting.

Treasurer:

Current Financial Status and ILMS Donation update- Summer Calong

- Need to amend budget- Capturing Kids Hearts. Vote during general meeting on November 7 to move \$10,000 to fall grants.
- ILMS Donations- Final amount \$25,000
- Prize Winners- 1st place Urban Jones in 3rd grade, 2nd place Nixon Olfers in 3rd grade. 3rd place Esley Munroe 1st grade.

Volunteer and Teacher Appreciation – Jessica Parnell

- Deadline is 11/12/18 for Bumdoosers Pie drive. SUG went out today 11/6.
 - 20 pies go to district and to bus drivers.
- Volunteer Holiday Volunteer Lunch- Potluck for volunteers and teachers. Post pictures of the appreciation.
- Christmas Parties- Teachers decided to make all grade levels the same for parties. Easier for teachers and parents.
- Cowboy Breakfast Baskets- Missing 6 basket reps. Jessica is meeting with her committee to discuss expectations.
 - ROTC, NJHS, NHS volunteers
 - Working on teacher experiences now.
 - Ordering bounce house, etc now.

VP Fundraising- Janet Moore

- Spirit Stick Update- Brooke Maier taking over Spirit Monkey.
 - Christmas spirit sticks need to be ordered for room moms for class parties- Orders need to be in by Nov 10.
 - Valentines Smencils? Emoji Valentine Spirit Sticks- for parents to send to their own children.
- Yearbook- Make deadline for yearbook shout-outs February 3.
 - Cover- Confetti Kindness theme>get with Becca Noble.
 - Becca Noble needs dates in advance for all photo ops she needs to be present
- Maxxed out the banners with UPS- All other Banners needed will come out of budget. Suggested that next year, the head honcho sponsors will buy their own banner.
- Cash Back Nights
 - Fralos Night- suggested in the spring for a parent night out

VP Sponsorships- Neely McGinty

- Cash Back Update- Discount for Bahama Bucks Parties? Ask Toby for December incentive party.

VP Program Services- Desiray Pool

- Angel Tree- Angels in this week. Angels are labeled with QR code links to SUG. Kids decorate angels and bring the angel back with the gift.
- Library- Reading Garden cleaned up by Castle Hills Church- give shout out to them on social media.
- School Supplies- Don't add service charge. We will use them again next year. Teachers liked that it was name brand items.
- Box Tops- \$537 Fall submission.
- FORES Gives Back- Points of light through Disney- Earn Disney Passes up to 20 per year – for hours of community outreach service. We could auction off passes at Cowboy Breakfast.

Meeting Adjourned at 12:30pm

Minutes compiled by Anna Ahlfors

Next Meeting is December 2 at 10am