

## CES PTO GENERAL MEETING MINUTES

April 3<sup>rd</sup>, 2018

Attendance: Lori Davidson, Sarah Gauch, Grace Fong, Jane Steffenburg, Alicia Kennedy, Lavanya Lakshman, Kathryn Brensinger, PJ Heldoorn, Amanda Graves, Jennifer Mitchell, Yu Sun, Ashley Miller, Lauren Tomon, Donna Clarin, Daphnie Pilgrim, Alyssa Martin, Mindy Holland, Blair Sulzer, Angie Hodges, Monica Pfaff, Chelyse Harrill, Ashley Nadeau, Diana Mavinkurve, Cathy Fuller, Jenny McClean, Casie Couch, Michelle Copeland, Michelle Yoshinaka, Dana Konop, Sigrid De Bauw, Shelley Story, Stephen Webb, Carrie Cary, Kim Richardson, Elizabeth Janning, Jessica Coffee, Jenny Vidotto & Julie Davis

- I. Welcome/Call to Order at 9:15am
- II. Ms. Wagnon's Report
  - a. Ms. Wagnon thanked all the PTO volunteers for everything that they do – it is very appreciated. The staff provided the PTO breakfast at the meeting as a thank you.
  - b. An email had gone out previously about the increased amount of tardiness. It's becoming an issue and arriving on time is important to ensure the children's safety, since the staff that help the children get out of the cars, must leave their posts to start the school day.
  - c. CES Night at the Dragon Baseball Game will be on April 17<sup>th</sup>. Ace Shortnacy will throw out the first pitch, as he won that item during the spring fundraiser auction.
  - d. Teacher of the year is Mrs. Debbie Sheffield. She has been teaching at CES for many years and is amazing!
  - e. The Volunteer of the Year has been voted on early this year & across the board, our very own PTO President, Lori Davidson, has been voted for! She has done a FANTASTIC job this year! She will also be recognized at the April 16<sup>th</sup> school board meeting.
- III. Special Guests
  - a. Lori welcomes our special guests at the meeting: Bond Project Manager John Haugen, joined by members of the Superintendent's Cabinet.
  - b. Mr. Haugen shared the latest updates concerning CES and the rest of the CISD campuses that will directly benefit from the bond. The schematics and additional information has been posted to the CES PTO FB page.
- IV. President's Report
  - a. Lori Davidson thanks John Haugen and everyone for coming in to give us the bond updates. She also thanks the Spring Fundraiser Committee for all their arduous work. They raised \$35,000 on the auction! Those funds will go towards school related disbursements. TAW (Teacher Appreciation Week) preparations are currently underway and all is going well, and she also thanks the Programs Committee for all of the fun events that have been held for the students. They are doing an excellent job.
  - b. 2018-19 PTO Board Positions: The nominating committee (consisting of Alicia Kennedy, Ashley Nadeau, Jenny McClean, Angie Hodges and Michelle Copeland) have volunteers confirmed to complete the 2018-19 open board positions. 13 new parents have joined the PTO board! A roster is provided to check for any corrections needed. During the PTO luncheon in May, old and new PTO board members will be recognized.

- c. By-Law Amendments: Two new positions have been proposed and need to be voted on to be added as committees and included in the by-laws. VP Fundraising, which would be held by the amazing Donna Clarin. She would assist all fundraising committees. The other being an Events Committee, which would organize and host non-fundraising fun family events. Stephanie Vierus, Emily Navarro & Heather Glass will serve on it if passed. Executive board members passed out the voting forms & Alicia collected and counted before the end of the meeting. (By-Law amendments passed)

V. Executive Reports

a. VP Report

- i. Sarah Gauch announced that a meeting with the teachers and staff would be taking place to go over disbursements to be fulfilled with the money raised from the Spring Fundraiser auction. Please email Sarah any additional ideas you have for disbursements as well.
- ii. Amanda (Mandy) Graves was named Volunteer of the Term! She has done a wonderful job! She adapts to the changes that had to be made in planning the spring fundraiser event and always has a great attitude while she does it. Thank you, Mandy!

b. Communications

- i. Jane added a sign-up genius to the PTO newsletter for those who would like to help volunteer in the spirit shop, library, etc.

c. Secretary Report

- i. Alicia asked for a motion for approval of the February General Meeting Minutes: Angie Hodges motioned, and Ashley Nadeau seconded. All were in favor. Minutes approved.
- ii. Alicia also said a quick thank you to all who helped on the nominating committee and who stepped up to be on a board position. It is greatly appreciated!

d. Treasurer Report

- i. Grace provided an updated budget for everyone to review.

VI. Committee Reports

a. Community Partners

- i. Lori announced that Soulman's BBQ will have a Spirit Night on April 17<sup>th</sup>, the same night at the CES night at the baseball game, so go get Soulman's BBQ for dinner and then head to the game!

b. Spirit Shop

- i. Jenny McClean confirmed that the Spirit Shop will be open every other Friday for the rest of the school year, and they will be open during Field Day as well on April 27<sup>th</sup>.

- c. Outreach
  - i. Ashley Nadeau mentioned that the next outreach project will also be on April 17<sup>th</sup> immediately after school, and it will be helping the beautification committee weed, rake and help take ownership of the school.
  - ii. Donation bins will also be available in the lobby for students to donate journals for children who are with their moms at a women's shelter. The journals will be used in part to assist with the healing process.
- d. Spring Fundraiser
  - i. Amanda Graves brought several of the certificates that were sold during the auction with her for anyone attending the meeting who had won one. A few photography sessions are still available for anyone who is interested in purchasing one.
  - ii. If you were outbid on your items and would still like to donate to the school, the option to make a monetary donation is still available. Please contact Mandy for more information.
- e. Teacher Appreciation Week
  - i. TAW will be held April 30<sup>th</sup> – May 4<sup>th</sup>. The theme for the week is camping: "CES students are happy campers because of our great teachers!" They are collecting any camping gear people would be willing to let them borrow to be used for decorations throughout the school. Raffle items are still being collected and needed. If anyone has an item/service they would like to donate or know of - please contact Cathy Fuller.
- f. Student Activities
  - i. Laura Durant announced that the spring book fair will be the week of April 23<sup>rd</sup>. They plan to be open one evening, possible April 24<sup>th</sup>, and they'll be open that Friday during field day.
- g. Publicity
  - i. Michelle and Angie asked 4<sup>th</sup> grade parents to please email them a picture of their child when they were in kindergarten for a project they're working on to highlight in the hallway.
- h. Nancy, who is a member of the art group helping Mrs. Darrough, asked for additional help making the year end art folders. Anyone available and interested in helping can speak with her after the meeting as they will be working on them later that morning.

## VII. Announcements

Lori Mentioned that the next PTO Meeting will be the end of year PTO luncheon held at The Marq on May 8<sup>th</sup>. She also announced that on April 23<sup>rd</sup> there will be an EIS meeting with Eubank's principal Mrs. Stockton and a DIS meeting will be held on May 9<sup>th</sup> with Durham's principal, Mr. Wyrick, for those parents with students entering 5<sup>th</sup> grade next year. More information will be in the PTO newsletter once it becomes available.

Mrs. Wagnon spoke up once more thanking those who attended the SPARK meeting on March 27<sup>th</sup>, regarding school safety procedures. She reiterated that the children's safety was their #1 priority and they take that very seriously.

She also congratulated Lori again for being named Volunteer of the Year & that was met with a round of applause!

- a. Spirit Shop Open – April 6th 10am – 1pm
- b. All Pro Dads – April 13<sup>th</sup>
- c. Outreach Event – April 17<sup>th</sup>
- d. Spirit Night at Soulman's BBQ – April 17<sup>th</sup>
- e. CES Night at CSHS Dragon Baseball Field – April 17<sup>th</sup> @ 7pm
- f. Spirit Shop Open – April 20<sup>th</sup>
- g. Spring Book Fair – April 23<sup>rd</sup> – 27<sup>th</sup>
- h. Field Day – April 27<sup>th</sup>
- i. Teacher Appreciation Week – April 30<sup>th</sup> – May 4<sup>th</sup>
- j. Spirit Shop Open – May 4<sup>th</sup>
- k. PTO Luncheon at Marq – May 8<sup>th</sup>
- l. Spirit Shop Open – May 18th
- m. Kindergarten graduation – May 29<sup>th</sup>
- n. 4<sup>th</sup> Grade Graduation – May 30th

VIII. Meeting Adjourned @ 10:06 am