

CES PTO GENERAL MEETING MINUTES
September 12, 2017

Attendance: Lori Davidson, Sarah Gauch, Grace Fong, Jane Steffenberg, Alicia Kennedy, Aya Robin, Rachel Rhodes, Michelle Anderson, Jalpa Patel, Bonny Matles, Lavanya Lakshman, Anjali Junghare, Michelle Copeland, Laura Durant, Angie Hodges, Blair Sulzer, Jenny McClean, Celeste Meyers, Ashley Nadeau, PJ Heldoorn, Diana Mavinkurve, Krisun Gaip, Yu Sim, Lu Ye, Kathryn Brensinger, Angelique Schlosser, Heather Sandklev, Jen Green, Alyssa Martin, Stephanie Vierus, Angela Martin, Angela Stratton, Daphnie Pilgrim, Jenny Cox, Lisa Moreland, Sabina Menezes, Gaurav Mavinkurve, Tricia Schmitz, Diana Mavinkurve, Shawna Wilson, Brandi Zweig, Mandy Glaves, Stephen Webb, Sarah Higgiston, Vandana Mishra, Stephanie Thatcher, Olga Marks, Jenny Vidotto, Cara O’Leary, Jennifer Mitchell, Michelle Yoshinaka, Donna Nystrom, Casie Couch, Julie Davis, Ashley Miller, Nancy Hollis, Stacy Wagnon, Jennifer Brock, Carrie Cary, Angie George

- I. **Welcome/Call to Order/Introductions:** Lori welcomed everyone back and gave thanks to the hospitality committee for providing lunch. Introductions around the room take place.

II. President’s Report

- a. PTO Registration closes on 9/17. She encouraged those who have yet to register to go online to please do so. Registrations will still be accepted after the 17th, but will need to be filled out on a paper form. She reminded everyone it is where you need to go also for volunteer opportunities, etc. Lori gave thanks to Stephen and Grace for getting the online registration up and running.
- b. Volunteer Background Check (annual): This is mandatory for all parents who would like to volunteer at the school in any capacity & it needs to be done every year.
- c. Back to School Family Fun Night: Will be held at Bicentennial Park this Sunday 9/17 from 5-7pm.
- d. Fitness Stations: ¼ mile track is in a testing phase weighing tile padding options, but they should be finalized soon.

- II. **Mrs. Wagnon’s Report:** She informed to everyone there was a police presence at the school earlier that morning. It was needed for an individual child & everything is fine. Since the SRO replacement is being worked on and we are currently without one, when any need arises, we will get a lot of officer attention.

The first curriculum night was a success and the next one is this Thursday for 3rd & 4th grade and PreK. Minimal childcare provided in the library. The sticky notes for classroom needs seem to be working well. The gift card challenge for the hurricane Harvey outreach is going on and smaller increments to produce more gift cards better, as Ozarka is donating 1 bottle of water for every card.

The new peanut free snack restrictions have been implemented to keep everyone who has an allergy safe. It is CISD wide, not just at CES. Unfortunately, some parents have been turned away due to non-approved treats or snacks. Local vendors are working on advertising and including the necessary labeling on their nut-free options. Two tables in the cafeteria will continue to be designated as nut-free, and these requirements are for the

classrooms only. Days when lunch is eaten in class will be addressed at that time, and all desks are wiped down after use to eliminate cross-contamination. Example, the library tables will all be cleaned after our meeting adjourns.

Car line is going smoothly. Walkers do have to stay later, so please have patience if your child is a walker. If anyone different is picking up your child, you must send a note to their teacher. Also, the lunchroom visitors should be immediate family or next of kin, otherwise a note must be provided to the teacher if it is a distant relative or family friend.

These requirements are in thinking about the children's safety.

IV. Executive Reports

- a. **VP Report:** Sarah Gauch said that all of the spring disbursement requests have been purchased and are being utilized – The May meeting minutes lists what those were. After the Fall Fundraiser, there will be a new list of requests. Volunteer of the term is nominated by the PTO members. Vote on the website. The selected volunteer will be highlighted on the bulletin board outside the library and spirit shop, be given a gift card & get a designated parking spot for their term.
- b. **Communications:** Jane Steffenberg confirmed that the newsletter will be going out every week starting Monday, Sept. 25th. Going forward the Got News? email will go out on Wednesday to remind people of getting their information approved and included in the newsletter. Those requests must be submitted to Jane by Friday of that week. If PTO members have a flyer they want included in the Wednesday folders, those need to be submitted by Monday so that she has time to get them to Mrs. Wagnon for approval. Mrs. Wagnon added that the process seemed to be getting better for the Wednesday folder being via email. Be sure to read everything included since it had items concerning not only the PTO but also CISD, CES & various clubs. They are the best way to know what is going on. Wednesday folder items will also be posted on the website.
Name badges that have been ordered and are convenient to have when visiting the school, will be in towards the end of September.
- c. **Secretary Report:** Approval of the May Meeting Minutes motioned by Ann Vincent and seconded by Michelle Copeland.
- d. **Treasurer Report:** Present and Approve 2017-2018 PTO Budget: Grace Fong provided copies of the budget. Lori made mention that the Fall Fundraiser pays for a lot of the disbursements & operating costs. No one had any questions. Approval of the budget motioned by Jenny McClean and seconded by Stephen Webb. All in favor. Budget approved.

V. Committee Reports

- a. **Membership:** Daphne Pilgrim mentioned that membership was going well. She has been organizing the volunteers that would like to help with various committees and once online membership closes, she will be getting that information to the committees so that they can utilize the extra help.
- b. **Beautification:** Lori explained that they take care of the school grounds and were doing a wonderful job. The secret garden fish pond looks great and everything has been cleaned up. The WELCOME BACK CES sign on the first day of school was also provided by them. Ann

Vincent said that an email with watering and mulching schedule/volunteer opportunities would be going out soon.

- c. **CEF (Carroll Education Foundation) Liaison:** Alyssa Martin explained that CEF works with local businesses and parents and provide resources for kids and educators. They have provided \$1.2 million in education grants & \$200,000 in senior scholarships. The next opportunity is the North Texas Giving Day, as they do matching gifts. Alyssa provided a handout with more information. She also mentioned that Dining for Dragons is the last Tuesday of every month, when a local restaurant donates a percentage of sales.
- d. **Community Partners:** Lori listed several companies that benefit the school just by shopping at them. Tom Thumb, Speedy Bee Car Wash, Smile Amazon being a few. You can link your card or account to CES and all your purchases will automatically have a percentage donated to CES. It doesn't affect pricing at all. MooYa is also hosting the first Spirit Night on Monday Sept. 25th to benefit CES.
- e. **Dad's Club:** The first All Pro Dads will be on Sept. 22nd and Hal Wasson, the head coach of the Carroll Dragons will be the speaker. Volunteers are needed to help run the event.
- f. **Directory/Advertising:** Sabina Menezes informed everyone that the directory will be out in Oct-Nov. They compile information from Family Access & PTO registration once it closes online.
- g. **Fall Fundraiser:** Angelique Schlosser and Jennifer Mitchell confirmed that the Dragon Games will be on November 3rd. They will not be using a hosting company and again work with Camp Gladiator. Huge thank you to the sponsors and volunteers. 100% of the proceeds goes to CES. They went over a review of the games, the obstacle course and that they will be separated for age appropriateness. The kids had a lot of fun with it last year. Volunteers are still needed and you can sign up to help with your child's grade/class. They reiterated that you must complete the online volunteer approval process to volunteer at this event as well. They sent a sign-up sheet around for those who wanted to volunteer for a specific grade. The schedule for those grades to participate to follow.
A parent asked for clarification on how this makes money & Angelique described that the kids are encouraged to get pledges from family members, etc. for each lap or obstacle completed, or that a flat donation amount is also an option and is by far most popular. There are 33 total obstacles. Last year their total profit was \$62,000 and their goal this year is at least \$75,000. All of the kids & teachers will receive a t-shirt & prizes. Pledges are class-wide beneficial and not individual based. No child will be left out if they produce little or no donations. They are trying to encourage classroom teamwork. There will be non-event volunteer parent boundaries & restrictions which Mrs. Wagnon puts in place to only enforce the children's safety. Please be respectful of those boundaries when getting pictures of your kids, etc. A packet will be sent out soon with shirt, waiver, disclaimer & vendor information. Also, an alternative course will be made for those who cannot participate on the full course due to medical reasons. Mrs. Wagnon added that Boosterthon in that past were wonderful to work with and everyone worked very hard with them in past years, but they were wanting to continue down this path with Camp Gladiator and trying something different.
- h. **Homeroom Parents:** Stephen Webb & Shelley Story mentioned that there are still some openings for certain classrooms to have either a party parent or class volunteer coordinator. Stephen sent a sign-up sheet around with those classrooms that still had openings. Those who volunteer as 'party' mom will work with Shelley & those who

- volunteer as class volunteer coordinator will work with Stephen. An email will be sent out with results of who is selected. Orientation to go over the responsibilities of each position will be held on Wednesday the 27th at 9:15am. Copier training also still going on, as you have to be trained on the copier to help teachers.
- i. **Hospitality:** Donna Nystrom mentioned that they supply a lunch for the teachers the first Wednesday of each month. They are currently looking for vendors to donate and sponsors. IF anyone would like to help, a sign-up genius will be going out for desserts. Anyone can email Donna directly if interested in helping in any way.
 - j. **Outreach:** Stephanie Vierus informed everyone that the Hurricane Harvey Ozarka give-back challenge is district wide, and for our school specifically they have outreach opportunities for drop offs in the bins in the lobby each term, and after school events. In October, they will be coordinating a Food for the Soul outreach, Christmas is for Children in December & information for Project Night Night will be available soon as well. These events can be used as points towards Dragon Pride. Be checking Wednesday folders for further information. A parent asked how they choose the organizations they support & Stephanie said they seek out 503c organizations as well as mixing it up & supporting different causes at times.
 - k. **Programs:** Sarah Higgiston thanked all the committees that raise money to help support programs like, Dinosaur George, Mother Goose & Mr. Vic coming to the school, as well as High Tech High Touch. They have these programs planned for this school year as well & are a big hit with the kids.
 - l. **Publicity:** Angie Hodges and Michelle brought in last years photos that were taken for parents to take out the ones with their child. The rest will be left in the copy room for others to look through and pick up after that. They will continue to take pictures of the kids at various school events & after Mrs. Wagnon's approval, they will decorate & highlight those events on the bulletin boards between the library & spirit shop.
 - m. **Spirit Shop:** Jenny McClean and Kristin Gays confirmed that the spirit shop will again be open on Fridays @ 10am – 1pm. They told the parents about the smaller priced items that are available for them to buy in addition to the clothing and accessories. They would be open for both curriculum nights as well as the CES family night. They also mentioned that they would appreciate all the help they could get and that their volunteer options were very flexible and easy to accommodate. Any amount of time on the days they were open would be helpful.
 - n. **Spring Fundraiser:** Mandy Graves and Olga Marks mentioned that planning was still underway for a new family oriented event for the spring fundraiser this year. The online auction would still be happening but other details will be released as soon as they are finalized.
 - o. **Student Activities:** Laura Durant confirmed that the book fair would need volunteers for setting up starting on Nov. 13th. Those who are already volunteering in the library can sign up with her as well. Birthday books will continue this year and have been a success.
 - p. **Teacher Appreciation Week:** Lavanya Lakshman here to represent. Details still pending and will be shared at the next PTO meeting. Suggestions and ideas are welcome, please send to the committee. (See PTO listings) Lunch for the teachers are provided that whole week, and volunteers as always, will be needed.
 - q. **Website:** Stephen Webb has created a new and user-friendly website for CES specifically. Committee heads are encouraged to email him with information that would like to see added.

- r. **Closing Statement by the President:** Lori announced that with the homecoming parade coming up, this year each school will get to have students participate in the parade. The tickets are \$50 each and will be sold on a first come first serve basis. Those interested need to email Lori directly starting on Sept. 25th.

VI. Announcements

- a. Curriculum Night – PreK, 3rd, and 4th - Thursday, September 14, 5:30-6:30
- b. Back to School Family Fun Night at Bicentennial Park , Sunday, September 17, 5-7pm
- c. Online PTO Registration closes Sunday, September 17
- d. 1st All Pro Dad’s Breakfast – Friday, September 22
- e. Community Partners Event at Mooyah on September 25, 5-8:30pm
- f. Dragon Games Pep Rally – October 25
- g. Dragon Games – November 3
- h. Spirit Shop – open Fridays 10-1pm
- i. Next PTO Meeting – Tuesday, November 7 at 9:15am

VII. Adjourn