

Minutes
February 20, 2013
PTO Board Meeting
ROE Library – 6 p.m.

The Board of Directors (the “Board”) of the River Oaks Elementary School Parent-Teacher Organization (the "PTO") met on the 20th day of February, at 6:00 p.m., in the Library of River Oaks Elementary School. The following officers and members of the Board of Directors were present, thus constituting a quorum:

Liz Palmer – First VP
Kef Wilson – VP Public Relations
Meredith Maierson-VP Internal Relations
Ryan Dolibois – VP Development
Holly Shilstone - Past-President
Kara Richardson - Secretary
Jennifer McCormick – Teacher Appreciation Director
Sandy Shaw - 5th grade Representative
Kathryn Hensey – 4th grade Representative
Madhuri Chilakapati – 2nd grade Representative
Jacqualin Seely – 1st grade Representative
Jeannie Beebe – Kindergarten Representative
Stephanie Slobin – Specialist Coordinator
Christine Rodriguez – Ways & Means
Jennifer Farnell – Volunteer Coordinator
Stefanie Moll – Volunteer Coordinator
Anna Taylor – Faculty Representative

Various members of the PTO including parents/guardians of ROE students, ROE faculty and ROE staff (collectively, “PTO Members”) were also present for the meeting.

Call to Order

Liz Palmer, First Vice President of the Board, called the meeting to order.

Parent Social Update

Kara Richardson and Ryan Dolibois next discussed the details Parent Social scheduled for April 19th at the Gardens of Bammel Lane. Ryan noted that the committee has made good progress in securing donations for drinks, raffle items and music and is working towards finalizing a caterer.

Development Update

Ryan Dolibois next updated the Board regarding the various PTO fundraising efforts. He stated that the Development Committee is meeting its fundraising goals for the year with approximately \$70,000 generated from the Online Auction (with 195 unique bidders) and approximately \$30,000 generated from the Annual Fund.

Ways & Means Update

Christine Rodriquez and Holly Shilstone next discussed the upcoming ROE Carnival and distributed copies of the ticket and t-shirt order forms to the Board. Holly noted that Compass agreed to donate \$5000 to underwrite the event, and that the ticket and t-shirt order forms will be distributed to classrooms next week for inclusion in the green folders.

Christine next presented a report from Sandra Ahlhorn regarding the Book Fair, and noted that the Book Fair generated gross receipts of approximately \$18,000. She noted that the Fair was one day shorter than last year and that it was not held in conjunction with a weekday Grandparents' Day as in prior years, per the feedback of various parents and faculty. Various Board members suggested that the additional weekday be added back to the Fair schedule next year, especially the Family Night Event as the evening hours seemed to generate significant participation from parents. Members of the Board suggested that the school ask HISD to do a spaghetti dinner similar to the Family Night dinner held by Mark Twain Elementary, and that such even be held in conjunction with the Book Fair. Christine further reported that the teacher wish-list did not seem as successful as in years' past. Various members of the Board noted that they did not receive or see wish-lists from their children's teachers. Holly Shilstone noted that it might be helpful to get parent feedback regarding the Book Fair and suggested that Ms. Taylor collaborate with Dr. Fovargue to get continual feedback from the teachers through their team leaders.

There was next discussion regarding the reasons that Grandparents' Day was moved from a school day to a Saturday, and it was noted that this change came from previous and current administration/teacher feedback and their concerns with classroom disruption caused by so many grandparents/special friends on campus during the week along with the logistics of coordinating proper permission forms for each grandparent/special friend. Meredith Maierson additionally noted that it was difficult to staff the Book Fair with volunteers when Grandparents/Special Friends Day was held on a weekday. Holly Shilstone suggested that the security and custodial staffing for Book Fair be spearheaded by Ways & Means in the future. The Board next discussed having the two book fairs, one off site and one on site, and noted that parent/teacher feedback would be appreciated each year through the appropriate channels.

Christine next reported on Affinity Programs and stated that box top collections have been successful. There was next a discussion regarding requests from various restaurants and retailers to provide discounts to ROE families and rebates to ROE when

such discounts are utilized by ROE families. Christine noted that, in her role as the Affinity Programs Chair, she would coordinate such discounts with the retailers and ROE.

Minute Approval

Kara Richardson noted that a quorum was present and made a motion to approve the December minutes. Ryan Dolibois seconded said motion which passed unanimously. Holly Shilstone next made a motion to approve the minutes from the January meeting. Kara Richardson seconded said motion which passed unanimously.

School Update

The Board next discussed the IB site visit earlier in the week, and it was noted that there were no deficiencies noted and that the visit was successful.

Other Business

Jennifer McCormick updated the Board on the Teacher Appreciation week scheduled for April 29th to May 3rd which coincides with National Teacher Appreciation Day. She stated that the theme is “Inspire, Nurture and Educate” and that the goal is to make the week cost effective and streamlined for all grade levels.

There being no other business to bring before the Board, the meeting was adjourned.