

**ROE PTO BOARD MEETING**

**Minutes for December 8, 2010**

**Meeting was brought to order at 6:11 p.m.**

**In Attendance:**

**Charla Carroll**

**Francis Moore Jones**

**Amie Canfield**

**Liz Palmer**

**Michele Dahlquist**

**Holly Shilstone**

**Leslie Gisi**

**Becky Smith**

**Susan Shenker**

**Diane Cimino**

**Tina Salem**

**Anadeli Bencomo**

**Ann Guerra**

**Janann Pittman**

**Jeri Gates**

**Joel Bomersbach**

**Wendy Sides**

**Monique Baumann**

**Phyllis Epps**

**Tammy Yum**

**Robert Woelfel**

**Vernon Pontes**

**Paul Heyburn**

**Sandra Allhorn**

**Christine Rodriguez**

**Cassandra McZeal**

**Kari Gonzales**

**Meeting was called to order at 6:11p.m.**

**TOPIC: Secretary's Report**

**SPONSOR: Charla Carroll**

- Voting on November minutes was moved to the end of the meeting to allow members to review changes before voting on them.

**TOPIC: President's Report****SPONSOR: Frances Moore-Jones**

- We will receive a Sally Foster update in January from Ann Guerra and Colleen Morris.
- Janann Pittman has some very exciting news that work should begin over the Holiday Break pending some things at HISD.
- Mr. Rainn has a detailed priority list of what his needs/wants for the Science Lab.
- Lighting in the art room will be upgraded as it was found to be substandard by HISD and will be funded by them, leaving \$800 for Ms. Leiber to spend as needed.
- Kudos to Janann Pittman for all her effort and energy. We very much appreciate all her hard work.
- Coach Bomersbach is here about safety/traffic issues, new fencing options around court and track.
- Bendi Woodruff was brought on PTO Board as an ASP representative, but since the program is being overseen by the school, this position is being dissolved and Bendi has now agreed to work with Janann Pittman and give her more support.
- Tammy Casey is a new ROE parent. Tammy has agreed to fill the front garden position and hopes to have one of the area Garden Clubs sponsor, especially the River Oaks Garden Club and support this space through their grant funding and the work of their provisionals.
- At the beginning of the year, Volunteer Coordinators shared the list of volunteers with committee leaders. Committee chairs, please touch base with them so we do not lose them as volunteers. Amy and Sara will put together a volunteer spreadsheet.
- A general thank you to everyone for volunteering, at the open house, the Nature Center gardening event and for all the work during teacher appreciation events.

**TOPIC: Grade Rep Reports****SPONSOR: Grade Reps**

**Jeri Gates** - 2<sup>nd</sup> Grade Reps have been looking at bench replacements for the bench that was stolen from the playground. HISD will not replace the bench but SPARK Parks will pay \$565 (half of the bench), then PTO would pay for the other \$565. Jeri will share the detailed information with Liz Palmer and will work on a resolution.

**Ann Guerra** asked if we could have the trees checked as limbs have been falling. Principal Shenker said to let her know and that the trees were trimmed and checked over the summer and she will have the trees in question checked by HISD.

The Nature Center had a good 2<sup>nd</sup> Grade turnout on the Gardening Day. Diane Cimino asked if the 2<sup>nd</sup> grade was specifically invited and about attendance. There was an email

sent out to 2<sup>nd</sup> grade parents and however there was short notice in notification within the same week of this date and event. Advanced notification was encouraged by all Grade Reps.

## **FALL FRENZY RECAP**

### **SPONSOR: Sally Lechin**

- Sally Lechin was acknowledged for all her hard work as Chair for the Fall Frenzy for two years in a row and for an outstanding event.
- Sally presented the attached figures from the Fall Frenzy. (Will ask Sally to send a copy to add to these minutes-this is important)
- Please note \$31,200 for Raise the Paddle that will go directly to support the Science Lab renovations. Auction total income- minus “Raise the Paddle” was \$95, 595, which is another outstanding year for ROE in its fundraising efforts.
- The Auction committee met after the event to review its best practices and is building its team of volunteers for 2011 and welcomes anyone interested in joining this team.

## **TRAFFIC & SAFETY**

### **SPONSORS: Ann Guerra from the Committee to present along with Principal Shenker, Holly Shilstone, Michele Dalhquist and Joel Bomerbach as Traffic and Safety Committee Members**

#### **Frances Moore-Jones**

- In September, PTO voted to allocate \$5,000 to support an off-duty officer to assist with the traffic and safety needs at ROE during drop-off and pick-up. As of now, these funds have been reached its cap. The Traffic and Safety Committee have met and have brought the attached (Attachment #2) proposal to PTO requesting additional funding.

#### **Principal Susan Shenker**

- Principal Shenker gave an overview of the past and current needs and assessments for safety and traffic measures during drop-off and pick-up. There have been safer practices observed by the parents at drop-off and pickup when an officer is present along with more appropriate and safer adult behavior in the presence of an officer. HISD has mandated that no HISD staff is not allowed to direct traffic on public streets, especially since the accidents that occurred the first of the school year at other school campuses.

- ROE would contract its own officer however due to HISD; it is cumbersome for the principal to contract such employees as the officers. Most if not all PTO assist their schools in officer funding.

**Sandra Allhorn** - What are the officer duties?

- **Principal Susan Shenker** They were primarily being used at the intersection of Bellemeade and San Felipe. Principal Shenker explained the issues with safety in cars crossing three lanes of traffic off Bellemeade into the far lane to enter the carpool line which is an illegal moving traffic violation per the officers and a serious safety concern. The officers are also assisting car to keep safe and smooth flow out of the carpool line onto San Felipe and also assuring driveways are not blocked. Walter P. Moore Traffic Analysis Study was conducted, reviewing all traffic and parking in this area esp. during drop-off and pickup. The study observed pick up and drop off. This firm provided the necessary - third party and professional report about the area, drop-off and pick-up and most importantly best practices for safety and security of all parties. First and most importantly, the study fully supported the move to carpool to San Felipe and the back of the school. The study also noted moving After School Program also to the back of the school due to dangerous observations by drivers crossing Kirby into the circle drive and the pile of traffic in multiple turn lanes off Kirby. One of their recommendations is to keep the officer moving around from day to day with an unexpected schedule, alternating to Avalon Place West, San Felipe and Kirby. The study was also noted that Avalon is being underutilized and to open some of this area for parking on the north side (school side) only up to the specific mark and for full restriction of no parking on the south side (residential side) at all times. The City has already been contacted on what is needed to remove no parking signs on the north side of Avalon Place for immediate resolution for additional parking and the City will advise APOA re: full restriction no parking on the south side as to whether these residents need to sign a petition or does the City mandate such full restriction due to the narrow lanes.

**Sandra Allhorn**—There was discussion about reallocating the technology funds to support the officer. Is this correct?

**Principal Susan Shenker**- Yes, there is \$6,000 for reallocation from technology funds left. This year, we received additional funding from an award received to ROE that were added to this account plus additional funding from the ROE Alumni.

- It was suggested that the PTO redirect 6K from technology fund and 4K out of reserves to Traffic and Safety to continue the safety efforts.

- Further discussion continued aside from the agenda item regarding the Officer and redirected the discussion about parking issues, previous drop-off and pickup procedures, no parking signage on Avalon Place after City Construction in August.
- PTO members were redirected to the agenda item regarding officer funding and asked to review the attached document outlining the discussions at the September meeting and the recommendation from the Traffic and Safety Committee.

Diane Cimino as our Past President and PTO parliamentary advised the PTO that lengthy discussions has been made and asked if we have a motion on the floor or do we need to revisit this topic at the next meeting. Diane also reminded that presence at this meeting which Board members may vote by reading off the Board list in our PTO bylaws. Diane also reminded members that this officer funding also becomes a line item to support in the budget. Non-board members were reminded that they may not motion or vote and that Grade reps have one vote together.

Mr. Joel Bomerbach was in attendance as a Traffic and Safety member and staff perspective. He had to leave due to a previous commitment during the discussions. However, he did speak on behalf of this request in full support for the officer for safety and security purposes before leaving.

It was recommended to make two motions one for reallocation from technology funds and next motion to pull additional funding from reserves.

Holly Shilstone made the motion to reallocate \$6,000 from Technology fund to the Traffic and Safety committee. Ann Guerra seconded the motion. All in favor (14) except one opposed. Motion passes.

Ann Guerra made the motion to reallocate \$4,000 from reserve funds to Traffic and Safety Committee. Holly Shilstone seconded the motion. There were 11 in favor and 4 opposed. Motion passes.

One asked if the officer will be issuing tickets for violations. PTO members responded that these officers will be enforcing the law and tickets will be issued to violators when this specific question was raised.

There was further discussion after this vote about communication to parents and having a Frequently Asked Questions (FAQ) to assist parents with any questions they might have. Phyllis Epps offered to assist with FAQ if needed. Ann Guerra and Holly Shilstone identified themselves as members of the Traffic and Safety Committee. This aspect

about FAQ will be deferred to Principal Shenker and the Traffic and Safety Committee. Callouts and letters have been sent out about this information discussed today yet we will continue to work on ways to communicate to the parents, etc. via email, callouts and website.

Discussion was made about posting the traffic and safety committee minutes on the website. Principal Shenker explained the purpose/charge of this committee as outlined for Elementary schools per HISD. Due to the sensitive and security issues in our discussions, PTO members were advised that posting these minutes is not appropriate for safety and security purposes. Ann Guerra and Holly Shilstone identified themselves as Traffic and Safety Committee members to the Board if they would like to contact us.

Suggestion was made to provide ROE parents - a contact person or email re: safety and security questions/comments, etc. One suggestion is to have an email set up like the other ROE emails --- [trafficsafetycommittee@riveroaks.org](mailto:trafficsafetycommittee@riveroaks.org) and have this email with comments/questions directed to Principal Shenker or Mrs. Andy Williams for -- any questions comments re: traffic and safety -- please contact Mrs. Andy Williams at . . . . This suggestion was deferred this to our Principal for direction.

**Charla Carroll** made a motion to close the meeting.

**Wendy Sides** seconded.

Meeting closed at 8:08 p.m.

**Notation:** Since November meeting minutes were not passed at this meeting, an email to Board members with the amended minutes was sent out and an electronic vote was taken. The November minutes passed.

Attachment #1

(Pending Sally's information of figures that she presented on the smartboard)

Attachment #2

**Overview-PTO Minutes--September 12, 2010 as related to officer support**

**TOPIC: Treasurer & Budget Report** – Expense Forms, Budget Approval Items

**SPONSOR: Sandra Alhorn.**

- Frances Moore Jones brought up another Budget item: in the interest of safety with the carpool issues we have been having, we're investigating hiring an officer for a 40-45 minute window each day. She estimates it could cost up to \$400 per week.
- Holly Shilstone advised PTO members that other PTO at various schools have had to support officers at drop-off and pickup with PTO funds. Mark Twain PTO funds \$5100 of officer support in collaboration with their neighborhood association, Briargrove PTO funds an officer at a five figure number (\$24), West U PTO have their West U at all times available at no cost to PTO due to their community relationship. Avalon Place Assn is only 253 houses and we are not able to utilize their constables. River Oaks (ROPO) Patrol is not able to assist due to their homeowner's deed restrictions. HISD will not fund an elementary school officer. ROE is at one of the busiest intersections in Houston and we have had too many complaints and near accidents at our school. The complaints from the parents are that they want an officer at our school and do not want to see our Principal or any staff in the street directing traffic as seen last year and this year. Also, the inappropriate confrontation by parents - at times in the presence of children- towards our Principal or staff need to end. We have also received too many complaints from the neighborhood regarding blocked driveways, damage to their property and safety issues on their streets. Mrs. Shenker also advised PTO that with the latest accident of an HISD staff being hit when directing traffic at another school - that there will probably be a directive from HISD that no staff may be participate in directing traffic.
- Tina Salem said she will look into how much Harris Co. Sherriff's would charge for doing the work.
- Discussion at length by other PTO members
- Diane Cimino asked Principal Shenker how many officers it will take to get the job done. Principal Shenker said one officer a.m. and p.m. would be enough.
- Diane Cimino motioned the use of \$5,000 out of reserves to support the officer and that this would be deferred to the Traffic and Safety committee for further review and will allocate the use of these funds for officer support. The Traffic and Safety Committee will be forth to PTO if additional funding is needed.
- Frances Moore-Jones seconded. All in favor. Motion carried.

**Recommendation from the Traffic and Safety Committee Meeting –  
December 7, 2010**

Principal Shenker provides an update to the Committee that the funding for the officers has reached its approved funding level of \$5,000.00. The above history of the September PTO meeting was provided to the Committee. The Committee all agreed that there is safer activity now occurring at drop-off and pickup yet only in the officer's presence. Bellemeade intersection is still a concern in safety. Funding was discussed. Holly Shilstone provided the committee with an update from Frances Moore-Jones regarding the expenses. The officer costs \$440 on a weekly basis and to complete this year with officer support, an additional funding of \$10,000 will be needed. Committee unanimously supports the continual support and request for PTO to fund this officer the remainder of this year, with the understanding the officers will be provided a detailed outline in their duties. Mrs. Williams and Coach Bomersbach along with Principal Shenker will work with the carpool team and outline a timeline of duties for the officers to ensure consistency and continuity in the duties of the officers at all times.

The above recommendation will be taken to PTO Board December 8, 2010 meeting.