

PTO BOARD MEETING
May 11, 2011

Members in Attendance:

Holly Shilstone, President
Frances Davidson-Past President
Paul Heyburn, First Vice President
Kef Wilson, Vice President Public Affairs
Liz Palmer, Vice President Finance
Sandra Ahlhorn-Budget and Finance Chair
Margaret Young-Vice President Development
Tina Salem-Secretary
Ann Guerra-School Life Director
Madhuri Chilakapati-Volunteer Coordinator
Janann Pittman-Specialist Relations
Teri Gerber-Teacher Appreciation Director
Jennifer McCormick-Teacher Appreciation Director
Liz Daniel-First Grade Rep
Stephanie Slobin-First Grade Rep
Georgi Silverman-Second Grade Rep
Nicole Andrews-Second Grade Rep
Laura Fertak-Third Grade Rep
Linda Elmer-Fifth Grade Rep
Mary Chang-Fifth Grade Rep
Alex Thornton Faculty Representative
Aminata Ojore-Faculty Representative
Kristi McCurley-Faculty Representative
Regina Burns, Nature Center Chair
Katherine Hensey, Hospitality Chair
Tammy Casey, Grounds Chair
Ann Tanabe, School Supplies Chair

Meeting called to order at 6:00 p.m.

Holly Shilstone as PTO President welcomed everyone to its first meeting as a new Board. Holly expressed what an honor it is to serve as PTO President and is thrilled that each board member has agreed to serve. As a Board, we represent each and every child of this school and together great things are going to happen. Holly personally thanked you, its' members. Also, always remember as Board members we are to lead by example, so we are representing each grade and each and every parent as well. Board members were reminded of Roberts Rules, PTO restructure and bylaws, which were sent by email attachments. If anyone did not receive these, please let us know and Tina will re-send.

We are also going to save on paper and the trees and will not be making copies of everything on all these meetings so we will ask all members to please print out email attachments.

Tina Salem is our secretary and she is going to explain the voting process as outlined by our by-laws. Special thanks given to Ryan Maierson, who is an ROE parent and lawyer who helped us with our bylaws revisions this year.

This year, we are excited about our PTO restructure, especially our Vice President roles and duties including: Kef Wilson (Vice President for Public Relations), Margaret Young, (Vice President for Development), Liz Palmer (Vice President for Finance), Meredith Maierson (Vice President for Internal Affairs). A great example are meetings being called with various Vice Presidents and parents coming together to build teams, which are growing. It is important to make sure the parents know that all parents are part of PTO and so we want to keep on building teams.

A reminder about the May 16th the new family coffee is this Monday from 8:30 a.m. to 9:30 a.m. and a reminder email was sent to Board members.

Each Board member went around the room and introduced themselves. Holly explained that the PTO Social will be rescheduled another night as we had to change our social tonight due to Mr. Andre Spencer visiting with our Board and parents in the cafeteria regarding the New Principal Search.

Tina Salem explained the voting process and reminded members as per bylaws (amended and approved February 2011) on voting members and non-voting members. Tonight we are here to vote on the budget as presented by Liz Palmer. Voting members received a purple card to hold up and this will help assist in counting votes and make sure those attending know which members may vote at the Board level. Quorum was reviewed by both Secretary and President and confirmed.

Holly thanked Liz Palmer and Sandra Ahlhorn for their hard work on our budget. There were several meetings with Susan Shenker our principal and budget committee members in order to develop this budget.

Liz Palmer distributed copies of the budget and reviewed the budget in detail to the Board and those in attendance. The budget operates on a fiscal year of July 1st to June 30th and one reason why Board passes it now for the next fiscal year, starting in July. Liz clarified any questions regarding the line items as requested. One question on field trips is related to the new HISD policy, which started this past Fall 2010 where school may not request parent to pay for field trips therefore PTO is funding all field trips as approved by our Principal. The District has paid for some field trips in the past like to the Museum of Natural Science and fifth grade camp trip yet with budget cuts approaching we will not know if the District will fund for 2011-12 per Principal Shenker. Sandra Ahlhorn confirmed that budgets were increased to accommodate for increase in enrollment

expectations. Discussion continued regarding on line items as appropriate including Book Fair off site and Teacher Appreciation line item allocations.

Sandra Ahlhorn motioned to pass the budget as presented. Liz Palmer seconded the motion. All in favor and none opposed. Motion passed.

Holly thanked Liz and Sandra for their great job. Liz distributed tax exemption and checks reimbursement forms to its members and explained that PTO cannot reimburse for taxes. Liz confirmed checks will be cut on Tuesday yet not as frequently over the summer.

Before Principal Susan Shenker leaves to assist Mr. Andre Spencer for our meeting in the cafeteria, Holly Shilstone thanked Principal Shenker for her outstanding work as our Principal these past two years on behalf of all our parents.

Motion made by Kef Wilson to adjourn the meeting. Margaret Young seconded the motion. Meeting adjourned at 6:30 p.m.