

Minutes
May 24, 2012
PTO Board Meeting
ROE Science Room – 6 p.m.

The Board of Directors (the “Board”) of the River Oaks Elementary School Parent-Teacher Organization (the "PTO") met on the 24th day of May, 2012, at 6:00 p.m., in the Science Room of River Oaks Elementary School. The following officers and members of the Board of Directors were present, thus constituting a quorum:

Paul Heyburn - President
Liz Palmer – First VP
Charles Koerth - VP Finance
Ryan Dolobois - VP Development
Kef Wilson - VP Public Relations
Kara Richardson - Secretary
Holly Shilstone - Past-President
Lisa Thompson – Budget & Finance
Stephanie Moll - Volunteer Coordinator
Jennifer Farnell – Volunteer Coordinator
Teri Gerber - Teacher Appreciation
Jennifer McCormick – Teacher Appreciation
Maria Onufrow - 5th grade Representative
Sandy Shaw – 5th grade Representative
Tina Salem - 4th grade Representative
Kathryn Hensey – 4th grade Representative
Case Knowles - 3rd grade Representative
Madhuri Chilakapati – 2nd grade Representative
Sean Patterson-2nd grade Representative
Becca Pfeifer – 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

Paul Heyburn, President of the Board, called the meeting to order.

Minute Approval

As the first order of business, Paul Heyburn presented for approval the minutes from the April, 2012, Board meeting. Holly Shilstone, Past President of the Board, made a motion to approve the minutes as written. Liz Palmer, First VP of the Board, seconded said motion which carried unanimously.

Introductions

Paul Heyburn next stated that several members of the public were present to discuss the proposed K-8 expansion project, but that such topic was not on the agenda for tonight's meeting and, therefore, the topic would not be discussed. Ryan Dolibois, VP of Development, noted that, in an effort to promote transparency, discussion should be limited to the agenda items disseminated to the PTO Members.

2012-2013 Budget

Lisa Thompson, Budget & Finance Director, next distributed copies of the proposed 2012-2013 Budget and reviewed same with the Board and the PTO Members present. Questions were raised regarding the addition of the income line item on the proposed Budget entitled "Annual Fund". Ryan Dolibois stated that the Annual Fund is a new fundraising program proposed for the 2012-2013 school year that would take the place of the Fall Frenzy and other fall fundraising projects such as Gift Queen, Sally Foster, etc., and that he is confident that the proposed program will raise more money for the PTO than the fundraisers held in the past. There was next a discussion regarding the elimination of the Fall Frenzy fundraiser. Ryan stated that he is in the process of creating the Development Plan for the 2012-2013 school year, and that he is open to fundraising ideas and suggestions from the Board and PTO Members. He encouraged those interested to volunteer and participate in the formation of the Development Plan with him.

A question was next posed regarding the removal of the revenue line item for the After-School Program. Liz Palmer stated that, due to childcare licensing requirements, ROE, rather than the PTO, has directly administered the program since 2009, so all revenue from the program goes directly to ROE rather than the PTO.

The Board next discussed the proposed budget for field trip expenses. A question was raised regarding the reason coach buses were not provided for the 4th grade field trip to Washington-on-the-Brazos earlier in the year. Liz Palmer noted that the PTO merely funds the field trips, and the school administration is in charge of scheduling the buses. She stated that she would forward the inquiry to Dr. Fovargue.

A question was raised regarding the proposed expenditure for the Road Runner Rally. Holly Shilstone noted that the Board has discussed the possibility of holding a back-to-school rally prior to the start of the upcoming school year, but that the idea is still in the planning stage.

There was next a discussion regarding cash reserve funds of the PTO. Liz explained that the reserve funds are not included on the proposed Budget because a budget only represents proposed income and expenditures for the year, and does not include a listing of cash balances. Liz further explained that the PTO has reserve funds, a portion of which are earmarked for certain projects (i.e., the funds remaining from Raise

the Paddle are earmarked for IB expenditures). Several PTO members requested that a breakdown of expenditures and reserve funds be provided in addition to the budget.

The Board next discussed various anti-bullying programs. Kef Wilson, VP Public Relations, stated that he will get with Dr. Fovargue and Meredith Maierson, VP Internal Relations, to discuss the status of any plans for implementing such programs.

After further discussion on the proposed 2012-2013 Budget, Lisa Thompson made a motion to approve the budget. Stephanie Slobin seconded said motion, which carried unanimously.

Everyday Math

Becca Pfeifer next distributed information regarding the 2012 version of the Everyday Math curriculum and stated that the faculty is requesting PTO funding for all or a portion of the curriculum materials. She noted that the students are currently using the 2007 version of the curriculum, explained the differences between the current curriculum used by ROE and the 2012 version, and pointed out the benefits of the new version versus the 2007 version. After discussion, Charles Koerth, VP Finance, made a motion to allocate \$45,013.86 in PTO funds to purchase the 2012 version of the Everyday Math curriculum. Liz Palmer seconded said motion, which carried unanimously.

Bylaws

Paul Heyburn next discussed the need to amend the Bylaws to fix issues with voting requirements and procedures. Paul stated that Kara Richardson, Secretary, would be chairing the Bylaws committee and that anyone interested in helping with the revisions should contact Kara over the summer.

Other Business

Paul Heyburn noted that he is in the process of putting together the various PTO committees. After noting that there was no other business to bring before the Board, the meeting was adjourned.