

**Minutes**  
**November 14, 2012**  
**PTO General Meeting**  
**ROE Cafeteria – 6 p.m.**

The Board of Directors (the “Board”) of the River Oaks Elementary School Parent-Teacher Organization (the "PTO") met on the 14th day of November, 2012, at 6:00 p.m., in the Cafeteria 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/Treasurer  
Meredith Maierson – VP Internal Relations  
Ryan Dolibois - VP Development  
Kef Wilson – VP Public Relations  
Kara Richardson - Secretary  
Holly Shilstone - Past-President  
Lisa Thompson – Budget & Finance  
Jennifer McCormick - Teacher Appreciation  
Maria Onufrow - 5<sup>th</sup> grade Representative  
Sean Patterson-2<sup>nd</sup> grade Representative  
Jacqualin Seely – 1<sup>st</sup> grade Representative  
Jeannie Beebe – Kindergarten Representative  
Stephanie Slobin – Specialist Representative  
Jennifer Farnell – Volunteer Coordinator  
Ruth Beery – Faculty Representative  
Keri Fovargue – Head of School  
Dottie Lawrence – Assistant Head of School

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.

State of the PTO

Paul Heyburn gave an update on the status of the PTO’s various activities and of ROE’s academic achievements and growth.

Ryan Dolibois discussed the online auction, and various Members advertised many items available for purchase. He noted that the auction is set to go live on Friday, November 16<sup>th</sup> at 9:00 a.m., that bidding on the bid-up items will end on Sunday, November 18<sup>th</sup> at midnight, and that bidding on the fixed-price items will end on

November 30<sup>th</sup>. Ryan next announced that the PTO is planning to hold a parent social on February 2, 2013, and he invited anyone interesting in helping with the social to attend the inaugural meeting of the planning committee on Tuesday, November 20<sup>th</sup> at 8:00 a.m. at the La Madeline located at the corner of West Gray and Shepherd. Lastly, Ryan gave a brief overview of the Annual Fund.

#### Approval of October Minutes

Kara Richardson, Secretary of the Board, next presented the minutes from the October 10, 2012, for approval. The Board voted unanimously to approve such minutes.

#### State of the PTO – continued

Paul Heyburn next gave an overview of PTO-funded projects, expenditures and fundraisers. He discussed different ways for people to volunteer with the PTO and noted that a new volunteer website was rolled out this year. He also discussed various technological improvements including expanded email communication ability, a new website and online auction/annual fund contributions.

Sandra Ahlhorn and Ann Guerra next presented information regarding the upcoming book fair at Barnes & Noble on West Gray to be held November 15-16. Sandra discussed the voucher program and the ability to purchase items online. She also gave an overview of the Book Buddies program benefitting Sinclair Elementary and encouraged families to donate books in that regard.

#### ROE School Update

- a. School Update – Dr. Fovargue: Dr. Fovargue thanked the PTO for all of its efforts to support ROE and noted that the teacher appreciation lunches and the Halloween Spooktacular were especially appreciated. She next noted that the presentation she gave at both open houses are available for viewing on ROE's website. Lastly, she discussed the results of the "3 Stars & A Wish" survey submitted to parents at the end of the last school year. She noted that parents responses indicated a desire for the following: 1) expanded character education, 2) input with respect to long & short term facility projects, and 3) additional Spanish instruction time in the classroom.
- b. Character Education – Dottie Lawrence: Ms. Lawrence next discussed the various character education activities taking place at ROE. She noted that the IB planner includes many lessons that incorporate character education and briefly discussed the Code of Integrity adopted by ROE students this year. She noted that she met with a group of parents in September to get feedback and give information regarding character education goals. She also discussed various character education lessons being given to each class on a monthly basis by Ms. Heike and gave examples of specific grade-level character education activities/lessons being implemented by various teachers. Ms. Price

and Ms. Beery next presented specific examples of how they implement character education in their classrooms. Ms. Lawrence next discussed Girls, Inc., Dogs of Character and other resources that from which she is pulling ideas for implementation at ROE.

- c. Differentiated Learning – Andy Williams: Ms. Williams next gave a presentation regarding differentiated learning and how it is implemented in the classroom at ROE. She explained that ROE has been approved to use the IB framework to implement curriculum for gifted and talented students, and that HISD has approved the use of other instructional curriculum for ROE such as Words Their Way and Everyday Math which allow for pacing and small group instruction. There was next a general discussion regarding teacher training, qualifying students for Vanguard status, and class sizes.

#### Other Business

There being no other business to bring before the Board, the Board voted unanimously to adjourn the meeting.