



Baines Middle School PTO Board Meeting Minutes September 22, 2017 8:15 a.m.

ATTENDEES: Sobana Rajagopal, Tracy Donovan, J.J. Roberts, Amy Lansford, Becky Mattson, Betty Yavar, Darla Goolsby, Angie Roberts, Amy Sareen, Melinda Slauson, Sally Campbell, Elizabeth Hodges, Alicia Dague, Lori Bramlett

CALL TO ORDER

I. Call to Order/Presence of a Quorum

Melinda Slauson called the meeting to order @ 8:18 a.m. A quorum was present to begin.

MOTIONS MADE:

- Approval to pay Leonetti Graphics for spirit wear
 - Motion to pay Leonetti Graphics for an amount not to exceed \$8354 for spirit wear
 - Darla Goolsby made a motion to pay Leonetti Graphics an amount not to exceed \$8354 for spirit wear
 - Elizabeth Hodges seconded the motion to pay Leonetti Graphics an amount not to exceed \$8354 for spirit wear
 - *All in favor; motion passed*
- Approval of July minutes
 - Motion to approve the July PTO Board Meeting minutes
 - Amy Sareen made a motion to approve the July PTO Board Meeting minutes
 - Amy Lansford seconded the motion to approve the July PTO Board Meeting minutes
 - *All in favor; motion passed*
- Approval to pay for 20 TI graphing calculators for 8th grade math classes
 - Motion to approve purchase of 20 TI graphing calculators for 8th grade
 - Sally Campbell made a motion to pay the cheapest vendor an amount not to exceed \$2954 for 20 TI graphing calculators
 - Tracy Donovan seconded the motion to pay the cheapest vendor an amount not to exceed \$2954 for 20 TI graphing calculators
 - *All in favor; motion passed*

MINUTES:

I. Call to Order/Presence of a Quorum

Melinda Slauson called the meeting to order 8:18 a.m. Quorum was present to begin

II. Principal's Report

J.J. Roberts

- Great reset to start of school after Hurricane Harvey.
- No backpacks in halls going good. The students have Tuesday and Fridays during Longhorn time to work on getting organized.

- On Tuesday, September 26 the 6th graders will host the kickoff pep rally for Texans Stat Challenge hosted by Schlumberger. Texans players will be here as well as competitions for prizes.
- Wednesday, September 27 is Open House. 6:00pm will start off club and organization fair, followed by a PTO meeting at 6:15, then classroom rotations. Shuttle service will be provided starting at 5pm from Sienna Crossing Elementary until the end of the event.

III. Staff Representative

Angie Roberts

- Mrs. Davis would like to inquire about paying an author with two checks (honorarium and separate travel expense). Agreed it was fine to provide two checks.
- Motion to approve purchase of 20 TI graphing calculators for 8th grade
 - Sally Campbell made a motion to pay the cheapest vendor an amount not to exceed \$2954 for 20 TI graphing calculators
 - Tracy Donovan seconded the motion to pay the cheapest vendor an amount not to exceed \$2954 for 20 TI graphing calculators
 - All in favor; motion passed
- Would like to approve the purchase of 4 electric hole punch in an amount not to exceed \$462.24
 - No opposition
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- Mrs. Davis would like to start the Harry Potter club and would like have start up fund of \$250

IV. First Vice Presidents of Fundraising

Amy Lansford/Elizabeth Hodges

- School Store
 - Will be open Wednesdays from 8:15-8:55
- Spirit wear
 - Need to place one more order
- Box tops
 - Will start drive in the next few weeks
- Restaurant nights
 - Chick-fil-A night was September 18
 - Will have a Chick-fil-A night in October
 - Looking for more restaurants

V. Second Vice President of Budget

Gena Horak

- Not present; Melinda updated
- Directory update- will extend deadline due to Harvey

VI. Membership and Community Development Coordinator

Becky Mattson/Sobana Rajagopal

- Longhorn Loot report
 - Raised over \$21,000 from 285 families
 - Deadline has been extended until 27th
 - Contest with prizes for most forms turned in for each grade; teachers will receive treat as well

VII. Secretary

Amy Sareen

- Approval of July minutes
 - Motion to approve the July PTO Board Meeting minutes
 - Amy Sareen made a motion to approve the July PTO Board Meeting minutes

- Amy Lansford seconded the motion to approve the July PTO Board Meeting minutes
 - *All in favor; motion passed*

VIII. Treasurer

Darla Goolsby

- Review of August finances
 - As of August, \$140,016.12
 - Over \$21,000 in revenue since beginning of school year; with expenses of about \$881
- Approval to pay Leonetti Graphics for spirit wear
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 - *All in favor; motion passed*

IX. Publicist

Sally Campbell/Dani Herrera

- Teacher/staff highlight on website
 - JJ Roberts will send suggestions
- Emails on website- please send Sally (salcam@gmail.com) a confirmation email that you are receiving emails

X. VIPS Coordinators

Betty Yavar/Alicia Dague

- August VIP of the month
 - Seema Weinig and Alicia Dague

Book Fair: have needed volunteers signed-up

- August VIP of the Month
 - Shanda McClure
- VIPS coffee date- Friday, October 6th at 9:30am in the library
- Shared dreams
 - Baines will fill volunteer positions November 7, 8, and 10th
 - Sign up genius to follow
- Laminating/poster making- had first meeting; Tuesday will be laminating day
- Special Events:
 - Career Day (Sobana Rajagopal)-
 - Had district meeting; date confirmed for February 2nd
 - Two meetings scheduled for walk through logistics
 - Still need a dynamic speaker

XI. Staff Appreciation

Lori Bramlett/Johnnie Wright

- August recap
 - Everything went well
- October luncheon
 - Date is scheduled for October 27th
- Dates for the year
 - October 27- Fall/Halloween luncheon 10:45-1:30
 - December 8- Winter Hot Chocolate/Treat Bar- 10:45am

- February 14- Valentine's Day Luncheon-10:45-1:30
- April 6- Spring Luncheon- 10:45-1:30
- May 7- May 11- Teacher/Staff Appreciation Week

XII. Parliamentarian

Tracy Donovan

- FBISD signatures- forms
- Social Liaison-
 - 6th grade 10/27
 - 7th grade 2/9
 - 8th grade tentatively 5/11

XIII. Old Business/New Business

Melinda Slauson

- Website renewed/Insurance paid
- NEW Meeting Dates- 1st Tuesday of each month at 8:15am (few exceptions)
 - 9/22 2/6
 - 10/3 3/6
 - 11/9 (Thursday) 4/3
 - 12/5 (evening meeting) 5/1
 - 1/11 (Thursday due to holiday break) 6/5 (evening meeting)

Important Upcoming Dates:

September 27- Open House 6pm
 February 2- 8th Grade Career Day
 April 27- Boondoggle

Staff Appreciation Luncheons:

10/27
 12/8
 2/14
 4/6
 5/7-5/11 Staff App Week

Meeting adjourned by Melinda Slauson at 9:27 a.m.