



**Baines Middle School PTO
Board Meeting Minutes
November 8, 2016
8:15 a.m.**

ATTENDEES: Karen Zylicz, Robin Warren, Sobana Rajagopal, Tracy Donovan, Gena Horak, J.J. Roberts, Anne Rotonda, Sally Campbell, Angie Roberts, Darla Goolsby, Melinda Slauson, Betty Yavar, Amy Sareen, Amy Lansford

CALL TO ORDER

I. Call to Order/Presence of a Quorum

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

MOTIONS MADE:

- **Approval for iPads for life skills class**
 - Motion to pay Baines an amount not to exceed \$1000 for iPads
 - Angie Roberts made a motion to pay Baines an amount not to exceed \$1000 for iPads
 - Sally Campbell seconded the motion to Baines an amount not to exceed \$1000 for iPads
 - *All in favor; motion approved*
- **Approval of October PTO Board meeting minutes**
 - Motion to approve October PTO Board meeting minutes
 - Amy Sareen made a motion to approve the October PTO Board Meeting minutes
 - Sally Campbell seconded the motion to approve the October PTO Board Meeting minutes
 - *All in favor; motion passed*
- **Approval of Poetry Alive library program**
 - Motion to approve to pay Poetry Alive an amount NTE \$990 for Poetry Alive
 - Gena Horak made a motion to pay Poetry Alive an amount NTE \$990 for Poetry Alive
 - Robin Warren seconded the motion to pay Poetry Alive an amount NTE \$990 for Poetry Alive
 - *All in favor; motion passed*
- **Approval for Spanish/English Dictionaries**
 - Motion to pay Scholastic an amount of \$854.12 for the ESL dictionaries
 - Darla Goolsby made a motion to pay Scholastic an amount of \$854.12 for the ESL dictionaries
 - Gena Horak seconded the motion to pay Scholastic an amount of \$854.12 for the ESL dictionaries
 - *All in favor; motion approved*
- **Approval for long jump cover and hurdles**
 - Motion to pay Gulf Coast Athletics or Baines an amount NTE \$4000 for long jump cover and hurdles

- Gena Horak made a motion to pay Gulf Coast Athletics or Baines an amount NTE \$4000 for long jump cover and hurdles
- Melinda Slauson seconded the motion to pay Gulf Coast Athletics or Baines an amount NTE \$4000 for long jump cover and hurdles
 - *All in favor; motion approved*
- **Approval for pole vault kit**
 - Motion to pay Gulf Coast Athletics or Baines an amount NTE \$14,000 for pole vault kit
 - Gena Horak made a motion to pay Gulf Coast Athletics or Baines an amount NTE \$14,000 for pole vault kit
 - Sobana Rajagopal seconded the motion to pay Gulf Coast Athletics or Baines an amount NTE \$14,000 for pole vault kit
 - *All in favor; motion approved*

Minutes:

I. Call to Order/Presence of a Quorum

Tracy Donovan called the meeting to order 8:18 a.m. Quorum was present to begin.

II. Principal's Report

J.J. Roberts

- Champions Parade to celebrate all the success of Volleyball, Football, and One Act on Friday
- Avid Field Trip to College Station was a success. A trip to University of Texas planned for March
- Broadcasting students taken to Great Day Houston to be in audience on Halloween
- Dress code crack down to be implemented

III. Staff Representative

Angie Roberts

- Motion to pay Baines an amount not to exceed \$1000 for iPads
 - Angie Roberts made a motion to pay Baines an amount not to exceed \$1000 for iPads
 - Sally Campbell seconded the motion to Baines an amount not to exceed \$1000 for iPads
 - *All in favor; motion approved*
- Motion to approve to pay Poetry Alive an amount NTE \$990 for Poetry Alive
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 - Robin Warren seconded the motion to pay Poetry Alive an amount NTE \$990 for Poetry Alive
 - *All in favor; motion passed*

IV. First Vice Presidents of Fundraising

Robin Warren & Karen

Zylicz

- Box tops
 - Made \$964 made with the October contest/push
- Boondoggle:
 - Holding off on sponsorship recruitment until December
 - Still in need of sponsorship chair and signage & facility chair
- Restaurant nights: 11/30 Chick-fil-A; 12/8 Bahama Bucks
- Amazon smile: should get first check soon

V. Second Vice President of Budget

Amy Lansford

- Directory Update
 - Targeting to be complete by the end of the week; cost not known

VI. Membership and Community Development Coordinator

Becky Mattson

- Not present for update

VII. Secretary

Amy Sareen

Motion to approve October PTO Board meeting minutes

- Amy Sareen made a motion to approve the October PTO Board Meeting minutes
- Sally Campbell seconded the motion to approve the October PTO Board Meeting minutes
 - *All in favor; motion passed*

VIII. Treasurer

Darla Goolsby

- Review of October Finances
 - Bank Balance: \$ 145,242.53 as of 10/31/15
- Motion to pay Scholastic an amount of \$854.12 for the ESL dictionaries
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 - *All in favor; motion approved*

IX. Publicists

Anne Rotondo & Sally Campbell

- Everything is going fine

X. VIPS Coordinators

Betty Yavar & Gena Horak

- October VIP of the Month
 - Monica Passante is October VIP of the Month
- Shared dreams week
 - Will be sponsoring one family- 3 kids
 - Sign-up Genius will be released for wish list items
- Laminating/poster making
 - An email has been established for poster maker
- Criminal history background
 - Going fine

XI. Staff Appreciation

Sobana Rajagopal

- November Luncheon Recap
 - Luncheon went really well
- December snack day- 12/9
- Career day update
 - Starting on room assignments
 - What to wear video is complete
 - Teacher breakfast kickoff is 1/27

XII. Parliamentarian

Melinda Slauson

- Bylaw comparisons
 - Will compare the elementary schools

XIII. Old Business/New Business

Tracy Donovan

- 6th grade social report-over 450 tickets sold, kids had great time
 - over 450 tickets sold

- o kids had a great time
- o kids who receive free and reduced lunch will get free ticket to all socials
- Update on commons sound system
 - o Looking at Thanksgiving install
- Track update-
 - o Motion to pay Gulf Coast Athletics or Baines an amount NTE \$4000 for long jump cover and hurdles
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Important Upcoming Dates:

Eighth Grade Career Day - 2/3
 Seventh Grade Social - 2/10
 Boondoggle - 4/28
 VIPS thank you coffee-5/19
 Eighth Grade Exit - 5/19

Staff Appreciation Luncheons:

12/9 (hot chocolate/snacks)
 2/10
 4/7
 5/1-5/5 Staff App Week

Meeting Dates (Second Tuesday of every month at 8:15, when possible):

12/13 (evening meeting at Gena's house 6:30pm)
 1/10
 2/14
 3/7 (this is actually 1st Tuesday)
 4/11
 5/16 (evening meeting-this is actually the 3rd Tuesday)

Meeting adjourned by Tracy Donovan at 9:14 a.m.