

Summary of Motions for Board Meeting on April 5, 2011

An email motion was made on March 22nd to pay CCS Presentation Systems an amount not to exceed \$36,000 for Airlines and Elmo boards.

Motion by Tammy Kucharz; Second by Melissa Hayslip. The motion was approved

A motion was made to approve the minutes from the March 1, 2011 Board meeting.

Motion by Suzanne Haffner; Second by Aysha Greene. The motion was approved.

A motion was made to approve the Treasurer's report through March 31, 2011.

Motion by Kim Thaman; Second by Jen Finley. The motion was approved.

A motion was made to pay Little Caesar's Pizza an amount not to exceed \$7500.

Motion by Sandy Lapp; Second by Tammy Kucharz. The motion was approved.

A motion was made to pay Stephanie Northcutt \$5473.00 for Field Day t-shirts from Leonetti Graphics.

Motion by Jen Finley; Second by Sandy Lapp. The motion was approved.

Pending Mrs. Borwning's approval, a motion was made to pay BigBrain.com an amount not to exceed \$1540.00.

Motion by Stephanie Northcutt; Second by Tammy Kucharz. The motion was approved.

A motion was made to approve Heather McFarlain for March VIPS for all the hard work she has done in the Library this year.

Motion by Sue Ramsay; Second by Suzanne Haffner. The motion was approved.

Scanlan Oaks PTO Board Meeting Minutes
April 5, 2011

The meeting was called to order by Kristi Bajjali at 10:08 a.m.

Those present were as follows:

Kristi Bajjali, President
Tammy Kucharz, 1st Vice President
Sandy Lapp, 2nd Vice President
Suzanne Haffner, Corresponding Secretary
Kim Thaman, Treasurer
Aysha Greene, Publicist
Denise Muller, Parliamentarian
Sue Ramsay, VIPS Coordinator
Stephanie Northcutt, Educational Enrichment Coordinator
Kimber Morgan, Staff Appreciation Coordinator
Jamie Jordan, Staff Appreciation Coordinator
Pam Browning, Principal
Kelly Wilson
Michelle Ruben
Leslie Piwowar
Val Holeman
Heather Mc Farlain
Kay Stacy
Kristine Metcalf
Jen Freedman

Shane Lollar with Kona Ice presented the board with options for potential fundraising for next year with his company. Kona Ice is a truck that drives around neighborhoods and attends events and sells snow cones. As a company, Kona Ice gave back over 1 million dollars last year to various schools and organizations. Options include having a “Kona Day” where the truck would set up shop after school and sell snow cones and 30% of the sales would go back to SOE PTO. The second option would be selling punch cards to be used towards snow cones. Punch cards are \$10 and are worth \$12 of Kona product. Shane would give back 30% of punch card sales to SOE PTO. More discussion and research of if and how this will work with our school will need to be done before a decision is made.

Principal’s Update: Pam Browning

TAKS testing is taking place today and at the end of April.

Mrs. Browning informed the Board that Tracy Hoke has offered to come and talk to PTO Boards in Fort Bend ISD about how the budget will impact the schools. Dr. Jenney has sent a message out that 160 teachers in Fort Bend ISD have been laid off so far and none were from SOE. Mrs. Browning has encouraged the teachers to keep their focus on the students.

Mrs Browning also thanked the PTO for all their help with enhancing the education of Scanlan Oaks students. She informed us that the Airliners and Elmo Boards are here. The VISA Helpers helped unpack them and they are expected to be in the classrooms soon.

President’s Update: Kristi Bajjali

Outdoor Classroom: A landscaper will be planting some Wax Myrtles around the outdoor classroom. As there is no irrigation around the area, we need plants that can handle the dry conditions. She would like to have the area smoothed out to some degree, but there is some concern by the landscapers about removing too much dirt if it is part of the support structure for the pillars holding the shade structure.

Wednesday, April 27th at 5:00 p.m. will be the Dedication Ceremony of the Outdoor Classroom to Joe Jaramillo. Pam indicated there are plans for Student Council, the choir, and Savanna Berry to sing at the event. Kristi requested all outgoing and incoming Board Members to attend.

“Training” for incoming PTO Board members: Kristi encouraged all incoming Board Members to contact the outgoing member in their position to get information about the specific duties of their new position. On July 1st the new PTO Board will be officially in place.

Budget Process: Kristi Bajjali, Tammy Kucharz, Jen Finley and Sandy Lapp will be meeting next Tuesday to talk about the budget for next year’s PTO. This is this the first

time that incoming members will be able to be a part of the budget process. Incoming Board members were told to look over the budget for their position, then on April 26 Kristi, Tammy, Jen and Sandy plan to meet with everyone to go over their section of the Budget for the next school year.

Request for donation: Kristi informed the Board that there had been a request for a donation of funds to Baines Middle School by Kim Fenner and Joan Huey, who are on the BMS PTO Board. This decision would have to be made by the general membership as it is not in the current budget. The only decision to be made at this time would be if we would like to have them present their request at the next general membership meeting. It was decided to have them come to the May PTO Board meeting to present their request to determine if this is a direction we would like to go in.

Parliamentarian: Denise Muller

Nothing to report at this time.

Recording Secretary: Melissa Hayslip - Not Present

A motion was made to approve the minutes from the March Board meeting. Motion by Suzanne Haffner; Second by Aysha Greene. The motion was approved.

Treasurer: Kim Thaman

Kim reported that we have a current balance of \$115,978. Or current income for the school year is \$198,278 and our current expenses are \$219,579. This puts our net income at a negative \$21,301. We will soon be seeing the \$35,000 expense for the Elmo Board and Smartliners. We are budgeted for a net loss of \$98,682.50.

A motion was made to approve the Treasurer's report through March 31, 2011. Motion by Kim Thaman; Second by Jen Finley. The motion was approved.

1st Vice President: Tammy Kucharz

Nothing to report at this time.

2nd Vice President: Sandy Lapp, (Nancy Beaman – Not Present)

A motion was made to pay Little Caesar's Pizza an amount not to exceed \$7500. Motion by Sandy Lapp; Second by Tammy Kucharz. The motion was approved.

There will be a dinner night tonight at the new Center Court Pizza. 10% of the proceeds will go back to the school. This dinner night will be replacing Candleari's Pizza which closed.

In late April the top class for turning in Box Tops will be rewarded.

Sandy discussed the need for renting a storage unit to house some of our items that are not used on a frequent basis as the storage room in the VIPS room is packed full. She has checked in to Public Storage and Rocky Creek Storage. It was agreed that this was needed and she will get more information on pricing to add to the budget for next year. Sandy also suggested keeping an inventory book of the items in the storage so future Boards will know what is there before needing to purchase any new items.

The incoming Board Members are planning a Muffins and Mimosas mixer to take place with the outgoing Board.

Kelly Wilson, one of next year's 2nd Vice President's with Jen Feedman, discussed their fundraising plans for next year. She said they are looking in to doing a Capital Campaign in place of a Fall Fundraiser and leaving the option open for a Spring Fundraiser if needed. They have already begun to work on the Reindeer Run for next year.

Educational Enrichment: Stephanie Northcutt/Jen Finley

A motion was made to pay Leonetti Graphics \$6000.00 for Field Day t-shirts. Motion by Jen Finley; Second by Sandy Lapp. The motion was approved.

Ms. Shropshire's 3rd grade class has been utilizing the website BigBrains.com for the educational game Times Attack. To be able to advance on to the next level you have to have a license for each 3rd grader. Stephanie reported that if we pay for a \$10 license for our 140 3rd graders at a cost of \$1400 the company would give a license to the whole school. Mrs. Browning said she would like to check out the website and game before any decision was made.

Pending Mrs. Browning's approval, a motion was made to pay BigBrain.com an amount not to exceed \$1540.00. Motion by Stephanie Northcutt; Second by Tammy Kucharz. The motion was approved.

VIPS Coordinators: Sue Ramsay, (Amy Ashmore - Not Present)

A motion was made to approve Heather Mc Farlain for March VIPS for all the hard work she has done in the Library this year. Motion by Sue Ramsay; Second by Suzanne Haffner. The motion was approved.

Staff Appreciation: Kimber Morgan/Jamie Jordan

Staff Appreciation Week is the 1st week of May. The Staff Appreciation Committee is meeting Thursday. They have several exciting things planned for the teachers to show our appreciation. Also, a letter was sent out to parents requesting gift cards for extra prizes during the week.

Kimber stated they would need \$1000 for big ticket items for staff appreciation and would be spending about \$450 for Counselor's Day, Nurse's Day, Secretary's Day, etc.

Publicity: Aysha Greene

The Yearbook went in to production 2 weeks ago.

Daniel Menedez asked if we could send out an eblast to inform parents when the vote is for the Fort Bend ISD School Board and that the last day to register is April 14th. Mrs. Browning stated that she wanted to have the message come from her.

The marquee has been working well with the exception that someone has been manually turning off the sign from outside. Aysha is looking in to ways to secure the switch for the marquee.

Corresponding Secretary: Suzanne Haffner

Nothing to report at this time.

Meeting Adjourned at 12:15 p.m. on May 3, 2011.