



Van Raub Elementary PTO
8776 Dietz Elkhorn Road
Fair Oaks Ranch, TX 78015

**Van Raub Elementary School
2025 - 2026 PTO Board Meeting
October 1, 2025, 10am – 12pm
VRES Campus**

1. Call to Order: 10:04 am

2. Roll Call:

- | | |
|---|---------------------------------------|
| (y) Summer Gault, Principal | (y) Laine Beatty, VP Merchandise |
| (y) Krista Kimball, Staff Rep. | (y) Brandi Wright, VP Volunteers |
| (y) Sam Cooke, Co-President | (y) Erica Cepeda, VP Communications |
| (y) Erika Johnson, Co-President | (y) Natalie Samson, VP Fundraising |
| (y) Tia Flournoy, Treasurer | (n) Carissa Huertz, VP Events |
| (y) Avery Harmon, Secretary | (y) Lauren Tijerina, VP Staff Appr |
| (y) Katrina Doran, VP Sponsorships | <u>Additional Attendees:</u> |
| (y) Elizabeth Duenckel, VP Membership | |
| (n) Hannah Bowers, VP Campus Improvements | |

3. President Update - Sam Cooke & Erika Johnson

- a. Educational Grant Review (Sam) – total approved budget \$15,000. **Completed review/discussion of each individual grant request. Agreed to bump up Coach Miles request for indoor gaga ball pit by \$100 to include the rolling storage cart, moved benches to campus improvement and will park idea until new sunshade is installed. If those items are purchased, they will go towards campus improvement budget. Updated total for all remaining requests is now \$12,300. This amount could possibly change as Sam has reached out to Generation Genius and Pebble Go to see if they will approve a flat renewal rate, similar to what Brain Pop agreed to. Brain Pop was a \$500 savings. If Generation Genius and Pebble Go agree, this would be an additional combined savings of \$400 for the year.**
 - i. **Motion to approve educational grants in the amount of \$12,300: Katrina**
 - ii. **Motion seconded by: Erika**
 - iii. **Vote: Passed unanimously**
- b. **Bike Rodeo (Sam)– Officer Pina asked if we could help to make bike rodeo more fun. Summer had a great idea to create small town. Would require appx. \$300 in (reusable) supplies and a couple additional volunteers. Can use portion of student engagement budget for this. The “course” map for the town was created and sent to Officer Pina and**

the coaches for review/approval. May need to move the fire tent closer to starting line to allow for bike inspections and Mr. McGeachin will need to be moved near power. Will need to complete set up the day (Wednesday) before. Sam will confirm time with Officer Pina and send a GroupMe message out to see who is available to help with set up.

- c. Please be sure to send your committee updates to Sam the FRIDAY prior to our (Wednesday) meeting. This allows all information to be included in the agenda to help keep us on track.

4. Treasurer Update – Tia Flourney (Sam in Tia’s absence)

- a. Copies of the latest financial report are being passed around. If you have any questions, please bring those up during all other business or feel free to reach out independently at any time.
- b. Sam distributed 2025 – 2026 budget numbers to each VP via e-mail. If you have any questions about those (today or at any point throughout the year), don’t hesitate to reach out to Sam, Tia or Erika.
- c. Budget Variances (positive or negative) to Date:
 - i. Sponsorships - \$1.5k ahead of budget on funds raised – Katrina will provide details in Sponsorship Update.
 - ii. Membership – appx. \$1.8k ahead of budget on funds raised – Elizabeth will provide details in Membership Update.
 - i. Teacher Amazon Grant purchases are complete and total expense was appx. \$1.5k under budget (\$2.5k spent vs. \$4k budget). All other membership costs (class membership parties, one & done parties) have not been finalized.
- d. Outstanding Receipts (Tia) – **nothing at this time.**

5. Sponsorship Update – Katrina Doran

- a. Raising Cane’s Gold level sponsorship check was received & Frost Platinum level sponsorship check received (both were included in the approved budget).
- b. Received one additional Gold Level Sponsorship from Alamo City Law Firm (Andrea De La Garza) **and one additional Silver Level Sponsorship from Liverpool Academy Texas**, putting us \$1.5k ahead of the approved budget for the year and \$500 ahead of what was raised last school year.
- c. **Wildley Pediatric Dentist recently reached out and will hopefully sponsor this year. They are asking about Fiesta.**

- ii. Kline (LS) & Porter (LS) – extra recess & popsicles, \$50 amazon grant – [celebration complete on Friday, September 26th](#).
- iii. All Amazon Grants for 100% Membership have been fulfilled and delivered.
- iv. Working to schedule all parties – parties to be complete prior to fall break.
 - i. [Outstanding celebrations as of fall-break:](#)
 - a. McClure, Payne & Brixey: Popsicles & Extra Recess
 - b. One & Done: Makeup party for Kalapaca (bc cotton candy machine broke) – student has now chosen a snow cone party instead (thank goodness!).

c. We had seven other classes with participation at 70% or above:

LAST NAME	GRADE	%
BRACE	FIFTH	73%
MONTOYA	FIFTH	70%
CASTILLON	FIRST	75%
GRAMETBAUER	FIRST	85%
ECONOMIDIS	FOURTH	82%
KALAPACA	KINDERGARTEN	81%
WILSON	PRE-K	72%

- d. We received 4 One & Done Memberships this year (2 were repeat families from last year). Elizabeth reached out personally to thank the one and done families for their generosity.
 - i. Castillon (1st grade) – 2 one & done memberships – Instead of doing two sweet treat parties, Elizabeth coordinated with the families and teacher, and we did Pizza & Snow Cone Party Friday, 9/26
 - ii. O’Neill (3rd grade), Kalapaca (3rd grade) – both from same family, working to schedule class celebrations. [O’Neill – snow cones & Kalapaca – cotton candy. Party was on Friday, October 3rd. Cotton Candy machine warmed up prior to party, and we made about 6 servings of cotton candy, but it over-heated while warming it up for the party and it would not work. We offered both classes snow cones and will return for a cotton candy party sometime after fall break \(to be coordinated with the family and teacher\).](#)
- e. Fulfillment of swag complete, including brag tags.
- f. Staff / Teacher portion of membership drive –Three homeroom teachers that didn’t join this year. Last year we only had one. Non-homeroom staff memberships went up slightly from prior year. All staff membership amazon grants fulfilled and delivered. Came in about \$1,500 under budget.

NUMBER REPRESENTED	COUNT			% POPULATION		
	24 - 25	25 - 26	YOY VAR	24 - 25	25 - 26	YOY VAR
STUDENTS (752 Students)	470	447	(23)	62%	59%	-3%
HOMEROOM TEACHERS (39 Teachers)	38	36	(2)	97%	92%	-5%
TOTAL STAFF (84 total staff, inc admin, support staff, CAMP)	55	60	5	63%	71%	9%

- g. Lessons Learned: Social [media was big help, going into next year with a new campaign, changing/REFRESHING swag for each level, looking at what to do for rewards. Let’s take pics of the parties for SM! Send Brandi one and done families- action item Sam](#)

7. Fundraising Update - Natalie Samson

- a. Spirit Nights Not a great turnout for Mikey's - possibly because of the home football game? Maybe try it there in the spring again?
- b. Pumpkin patch - requested for final date to purchase to be extended.
- c. New dates: Jan 27th 3-10 TXRH, Raising Cane's 3/26 5-9 pm, Panera Bread Feb 22 4-8 pm

MONTH	DATE	TIME	LOCATION	EARNED
AUGUST	8/20/2025	3pm - 10pm	TXRH	\$ 450
SEPTEMBER	9/26/2025	4pm - 10pm	MIKEY'S CHICKEN & TAVERN	\$ -
OCTOBER	10/23/2025	11am - 10pm	WILLIE'S	\$ -
OCTOBER	9/29/25 - 10/3/25	Online*	BULVERDE PUMPKIN PATCH	\$ -
NOVEMBER	11/21/2025	6pm - 8pm	KENDRA SCOTT	\$ -
DECEMBER	12/12/2025	4pm - 8pm	RAISING CANE'S	\$ -
JANUARY				\$ -
FEBRUARY				\$ -
MARCH				\$ -
APRIL				\$ -
MAY				\$ -
YTD TOTAL				\$ 450

*Purchase pass online now through October 3rd. Pass can be used any weekday in the month of October.

Annual Budget \$ 2,100

- d. Spirit Stick Sales (**Good Practice:** Volunteers selling spirit sticks should ask the cafeteria monitor to announce pre-sale names first so there is less confusion and less opportunity to over-look those kids.)
 - i. December spirit stick sales day needs to be added to the SUG, still a couple of open volunteer spots in February & March, **took November away and added 12/5. SUG needs to be updated to include this date so we can be certain we have volunteers to sell.**

DATE	VOLUNTEERS		SALES \$\$		
			CASH	ONLINE	TOTAL
AUGUST 29th	NATALIE NATALIE	LAINÉ LAINÉ	\$ 159	\$ 90	\$ 249
SEPTEMBER 26th	TIA TIA	CATALINA VALDES SOFIA COUTTOLENC	\$ 162	\$ 60	\$ 222
OCTOBER 31st	NATALIE NATALIE	ADA ZIMMERMAN VALERIE GOMEZ	\$ -	\$ -	\$ -
DECEMBER 5th	OPEN OPEN	OPEN OPEN	\$ -	\$ -	\$ -
JANUARY 30th	LAUREN OPEN	AVERY VIRY URDIALES	\$ -	\$ -	\$ -
FEBRUARY 27th	TIA TIA	FLORISOL MCQUEENEY OPEN	\$ -	\$ -	\$ -
MARCH 27th	LAUREN OPEN	OPEN OPEN	\$ -	\$ -	\$ -
APRIL 24th	NATALIE NATALIE	SAM SAM	\$ -	\$ -	\$ -
YTD TOTAL			\$ 321	\$ 150	\$ 471
- 11/28 is Thanksgiving Break					
- 11/20 is Roadrunner Dash Day					
- Board decided to skip November sales and add Friday, December 5th					
				Annual Budget \$	1,200

- e. Apex Roadrunner Dash – Thursday, November 20th (Dash Day)
 - i. Schedule first planning & communications meeting with Apex – communication plan, prizes (including quality), class prizes for on-going challenges and wrap up. [Meeting scheduled for Wednesday, October 8th at 1pm.](#)

8. Merchandise Update – Laine Beatty

- a. Grandparents Day Sales
 - i. Friday 9/6 \$1,972 – about \$500 more than prior year
 - ii. Monday 9/8 \$1,658 – about \$500 more than prior year
- b. General Update on New Merchandise Sales [Laine will work with Lisa in the spring to be sure we have designed & ordered new merchandise prior to the summer \(to be sold at meet the teacher & grandparents day at the start of the 2026 – 2027 school year\).](#)
- c. Update on on-going connectivity issues / processing of payments on VRES Campus
 - i. Process updates made at the advice of BISD technology dept. made a SIGNIFICANT difference in processing of sales for grandparents day.
 - i. Evaluate current technology needs
- d. Roadrunner Dash Shirts
 - i. Dry fit shirts - \$5.77/shirt with purchase of 750+
 - i. The proposed budget includes a shirt for 750 students, plus a shirt for each staff member.
 - ii. Timing/Planning for:
 - a. Final Design (complete and approved by Summer)

- b. Collecting Size/Qty Data from Teachers (Cognito form complete and ready to be distributed) – Will send out immediately following fall break on Wednesday morning, October 15th.
- c. Placing & Receiving Order
 - i. EPI vs. Gandy – Will order through EPI. They are shipping samples of YXL and AS because those are the sizes that we seemed to have the biggest issue with (exchange wise) last year.
 - ii. Timing – what’s the deadline?
- d. Plan for Sorting & Distribution – Laine and her team will meet at the school to sort and distribute just ahead of race day.
- e. October pre-order for Spirit Sticks about 5-8 every time, going well. Emailed everyone with left over spirit sticks
 - i. Open pre-order on Friday, October 24th
 - ii. Close pre-order on Friday, October 31st at 8am and provide file for sales that same day.

9. Campus Improvement Update – Hannah Bowers

- a. Total approved budget for the current year is \$62k, which includes \$32k in unspent Campus Improvement funds rolled forward from prior budget, plus an additional \$30k allocated from this year’s budget/fundraising goals.
- b. Anticipate that BISD will be providing a process explanation in the next PTO President’s meeting on Friday, October 3rd.
 - i. The process was rolled out to Summer in a Principal’s meeting recently. Summer will be our point of contact for submitting all CI requests to BISD (via online form).
 - i. Summer completes an online request for each Campus Improvement idea that we have.
 - ii. The request is reviewed and approved or denied by BISD internally.
 - iii. If approved, BISD moves forward with getting quotes.
 - iv. That information is sent back to the PTO (through Summer) for review/approval on our end.
 - v. The timing around the process and vendor selection/criteria is still unclear to us, but we hope to have more information to cascade in the November Board Meeting.
- c. Summer submitted all four of the below requests on our behalf on Wednesday, August 27th. Current approval status for each request:

PROJECT	SIDEWALK	BUTTER BLOCKS	PLAYGROUND SUN SHADE	COURTYARD ENHANCEMENTS (RIVER ROCK)
ESTIMATED COST	\$ 8,400	\$ 3,800	\$ 46,000	TBD
SUBMITTED	8/27/2025	8/27/2025	8/27/2025	8/27/2025
Gilbert Salinas	9/16/2025	9/16/2025	9/16/2025	9/16/2025
Ramior Guerrero	9/17/2025	9/17/2025	9/17/2025	9/17/2025
Eddie Ashley	9/17/2025	9/17/2025	9/17/2025	
John O'hare	9/21/2025	9/21/2025	9/21/2025	
Jill Rhodespruin	9/22/2025	9/22/2025	9/22/2025	
Rick Goodrich		9/22/2025	9/22/2025	
Larissa Flores		9/23/2025	9/23/2025	
Sean Babcock		9/23/2025	9/23/2025	
Krista Pomeroy				
Wesley Scott				
America Jones				
Patricia Flores				
Liliana Jaime				

10. Staff Appreciation Update – Lauren Tijerina **put signage in break room a couple of days ahead of each event to let staff know a lunch day is coming up. May also consider placing signage in cafeteria the day of so that staff members don't forget and purchase their own lunch.

- a. Monthly Staff Appreciation Events - What's coming up? Loved amazon grants, were very excited to receive them (Feedback from Mrs. Kimball).
 - i. September 25th – Pasta Bar Lunch “We’re pasta-tively grateful for you!” They loved it! Teachers loved the to-go boxes, they were definitely used and a hit (Feedback from Mrs. Kimball).
 - i. Pasta Bar with Martini & Co (Alyssa) –
 - ii. Update on Event
 - ii. October 8th – Hydration Station (Lauren)
 - i. Flavored water bar with LMNT hydration packs
 - iii. October 20th – Apple Dipping Bar (Alyssa)
 - i. Apples in bowls ready to go, Crock pots with drizzles. Changing this event “Boo” boxes instead (Charcuterie boxes – Char-“Boo”-terie boxes).
 - iv. October (possibly a Tuesday or Wednesday) – Dad’s on Duty – Recess Duty October 21st and 22nd – give dads recess expectations and tell kids not to hang on dads, etc. Erika will create and distribute the SUG for both days.
 - v. November 17th - Pies with Ice Cream “A slice of Appreciation” (Lauren)
 - i. Pies with Ice Cream
 - ii. HEB Gift Cards \$15 (this was well received last year)
 - vi. December 12th – Poppin’ in to say Thank You! (Lauren, Alyssa, Rachel)
 - i. Popcorn, toppings & salts
 - ii. Decorate with Xmas Movie Posters, Erica to do balloon arch
 - iii. Check with Theatres for sponsorship opportunities or discount tickets. – Didn’t hear back from AMC, need to check with Palladium.

- vii. January 9th – TXRH Welcome Back Lunch (Hilda)
 - i. Texas Roadhouse Lunch, plus salads & dressings from HEB
- viii. February 6th – Blake BBQ: Tailgate Party Lunch
 - i. Superbowl Theme
 - ii. 3 Sides, Brisket, Sausage, Turkey, Pork Belly
 - iii. Scoreboard for teachers to predict winning team for super bowl, encourage staff to wear their favorite sports attire.
- ix. March 17th – Feeling Lucky Chocolate Bar
 - i. St. Patty’s Day Décor
 - ii. 1 Golden ticket hidden – need to decide on prize.
- x. April 13th – Sonic Drinks: Another idea??
 - i. Should we do this during lunch or after dismissal?
- xi. May 4th – 8th – Teacher Appreciation Week
 - i. Summer Moon Coffee Set Up
 - ii. Raising Cane’s \$1k Sponsorship Order
- b. Monthly Recognition Days
 - i. October
 - i. School Custodian Appreciation Day – October 2nd (Alyssa)
 - a. Yard Sign
 - b. \$25 Amazon Gift cards
 - ii. CAMP Appreciation Day – October 6th (Lauren)
 - a. Yard Sign
 - b. CFA Lunch
 - iii. School Lunch Day – October 15th (Hilda)
 - a. \$25 Amazon Gift cards
 - b. Are we doing a yard sign? yes
 - iv. National Principal Month – Anytime in October (Rachel)
 - ii. November
 - i. Veteran’s Day – November 11 - PTO will provide a yard sign, all other items are planned & provided by the school.
- c. Additional Opportunities
 - i. Request submitted to Double Good Popcorn for bags of popcorn for our staff as part of their Donate Joy Mission to reach every teacher in America. They gave popcorn to 3,700 schools in 2024 with a goal to reach 10,000 in 2025. Confirmation said the request would be considered for next year.
 - ii. We should consider other large corporations that might be willing to donate items for our staff. If any ideas, please notify Lauren & her team!

11. Principal Update – Summer Gault

12. Events Update – Carissa Heuertz

- a. Grandparents Days (Friday 9/5 and Monday 9/8)
 - i. Update on Event – seemed to be well received. The kids had fun, the grandparents were excited to have the opportunity to spend time with the kids,

have their pictures taken and enjoyed receiving the flowers. Everyone loved the cookies, too.

- b. Update/Discussion on (POTENTIAL) Fall Fest (November)
 - i. This event would be in place of a Christmas party or Cookies with Santa.
 - i. Events team reviewed further and doesn't think they have enough info on pricing and execution or the bandwidth it would take to pull it off in a month. Now believe it makes more sense to push this idea to next year to allow for more time to research, plan and execute.
- c. Future Events:
 - i. Winter Event – ideas?
 - ii. Spring Event – ideas?
 - i. Given the timing, will need to have details of Winter Event presented in November meeting.

13. Volunteer Update – Brandi Wright

- a. Room Parents – Room Parent (and General PTO Meeting) on 9/17 – Update on how the meeting went. Set up a group me for room parents and it seems pretty active. A few people stayed to talk about Fiesta baskets after the meeting
- b. Upcoming SUGs Needed:
 - i. Spirit Stick Sales – Need December sales day added and a couple of open volunteer spots in February and March filled.
 - ii. Bike Rodeo – Need to continue to push until all spots have been filled.
 - iii. Dad's on Duty / Recess Duty in October 21st and 22nd
- c. Blessings in a Backpack (Nicole Amedee / Sam Cooke) *take note that the location has changed to BISD building and space is limited, so bags need to be picked up by 9:30 now.
 - i. Nicole will continue to be our point of contact for Blessings. She is now working full-time, so Sam will serve as backup point of contact.
 - ii. The SUG was created and distributed. Will ask that each Board Member volunteer to deliver at least twice throughout the year. Most days have been filled for this calendar year. Thursday, November 20th is still open and it may be difficult to find a volunteer for that day because it is the APEX dash day. Elizabeth agreed to complete the delivery for this day!
 - iii. For informational purposes, the number of blessings bags for VRES has nearly doubled from prior years. With this change, as well as the change in packing space/process, the PTO purchased 2 additional (extra long) wagons. Total cost \$214.48. Per Ms. Rodriguez, the new wagons are helping with the on-site distribution of bags significantly.

14. Communications Update – Erica Cepeda

- a. Status update on initial recognition/shout out for all sponsors. Last one will be the 24th and can add others
- b. Status update on sponsor updates on our website/cleaning up this area of the website (based on September discussion). Need to add a few logos. Can look into website for changing logos on each page to be more efficient. Laine to send Erica contact for WIX – action item.
- c. Upcoming Communication Needs:

- i. Blessings in a Backpack SUG (on-going)
- ii. Bike Rodeo SUG
- iii. October Staff Appreciation Days/Events
- iv. Membership Drive Class Parties for 100% Membership and One & Done Celebrations
 - i. 100% Membership – 3 classes Pizza & Ice Cream
 - ii. 100% Membership – 5 classes Popsicles & Extra Recess
 - iii. One & Done Celebrations – 3 classes
- v. October Spirit Night – 10/23 @ Willie’s 11am – 10pm
- vi. October “Spirit Night” – Bulverde Pumpkin Patch – online sales now through October 3rd ([Natalie is working to extend this date](#)).
- vii. October Spirit Stick Sales - Laine will open the pre-sale 10/24 and send the link to Erica. Erica will communicate via SM.
- d. What can we do to increase our SM following? Organizing a campaign to get more followers. (Possible class contest?) [post something on front office for a link to follow](#), [Summer can add to newsletter also and hyperlink](#). [Add something in room parent Group me, consistently posting](#). [Katrina send Erica folder of pics of the school](#).

15. All Other Business

- a. Adopt a (non-home room teacher) Staff Member (Brandi)
 - i. All staff members have been adopted. Initial list was missing 2 staff members, but we were notified and added them and Brandi was able to get them adopted quickly. [Summer will help Sam get the missing favorite lists](#)
 - ii. Sam continues to work to have all favorites lists completed/updated: Missing 2 custodial staff members and the assistant principal. Last request/reminders were sent Friday, September 26th. There are an additional 12 staff members that have not updated their lists in the past 2 school years. This will be next focus.
- b. BOA – Update on pricing – camper fee increasing from \$45 to \$75 this year (Sam)
 - i. Scholarships are no longer available through the district. They are relying on campus PTOs to supplement here.
 - ii. Best estimate at the current time is 8 kids may need assistance. This is based on historical data but could change because of the increase in the camper fee this year. Registration forms were due back September 15th, but many are still outstanding. [Only waiting to hear back from 1 student](#)
 - iii. In the interest of time, approved for spend up to a maximum of \$1,200 in the September meeting. Waiting on final numbers from Krista and Summer. Do not anticipate the expense will exceed what was previously approved. [Would be about 10 tops](#)
- c. TEA Celebration (Sam)
 - i. Ideas on what we could do to CELEBRATE (not necessarily treat related)?
 - i. Spoke with Summer and determined we would push this closer to STAAR testing so that we can celebrate past success + build enthusiasm.
 - a. Have the high school drum line come to the school one morning (also have the mascot out?)

- b. Create a specific brag tag
- c. Provide snacks during STAAR testing, as well.
- d. Fiesta Friday – Need to determine date of event. (Sam)
 - i. Friday, April 3rd is Good Friday. This leaves Friday, March 27th or Friday, April 10th. Need to discuss and vote so that we can get it on the calendar and secure vendors, etc.
 - i. Elizabeth motioned for Fiesta Friday to be held on Friday, April 10th.
 - ii. The motion was seconded by Laine
 - iii. Vote: Passed unanimously.

16. Future Business

- a. Review/Update VRES PTO Bylaws – Over time things have evolved informally with only minor updates to the bylaw document.
 - i. Recommend reviewing and updating to reflect current practices (example: timing of annual budget approval and spend that takes place from July 1st through early September).
 - i. Believe this would strengthen financial oversight and accountability (To be clear, there are no concerns with spend that takes place during the school year, but spend does take place leading up to the school year before the budget is actually approved. (precedent set)
 - ii. Would also like to provide more clarity and transparency of roles and responsibilities, both throughout the year and during leadership transition.
 - iii. And to be sure we are aligned with best practices of the school district

Important Upcoming Dates:

OCTOBER – Principal Appreciation Month

10/1 – October PTO Board Meeting 10am – 12pm

10/2 – School Custodian Appreciation Day

10/5 – World Teacher’s Day (Communicate via SM only?)

10/6 – CAMP Day – Celebrate all of our Specials Teachers

10/8 – Staff Appreciation – Hydration Bar (LMNT hydration packs)

10/13 – 10/17 – National School Lunch Week

10/20 – Staff Appreciation – Apple Dipping Bar

10/23 – Spirit Night at Willie’s 11am – 10pm

10/3 – Deadline to Purchase – “Spirit Night” at Bulverde Pumpkin Patch

10/31 - VP & Committee Updates due to Sam

11/5 – November PTO Board Meeting 10am – 12pm

11/10 – Apex Roadrunner Dash KICK-OFF – time TBD

11/11 – Veteran’s Day

11/17 – Staff Appreciation – “A Slice of Appreciation”

11/20 – Apex Roadrunner Dash (DASH DAY!)

11/21 – Spirit Night at Kendra Scott 6pm – 8pm

11/28 – VP & Committee Updates due to Sam (send early if traveling for Thanksgiving)

12/3 – December PTO Board Meeting 10am – 12pm

12/12 – Staff Appreciation – “Poppin in to say Thank you!”

12/12 – Spirit Night at Raising Cane’s 4pm – 8pm

Action Items: Please ensure completion or conversation by due date. Secretary will follow up weekly.

Action	Owner	Due Date	Status
Ask Summer to send out email about school supply purchases to incoming kinder parents	Sam	FUTURE – May 2026	
Ideas on how to celebrate TEA results with students and staff	Sam and Erika	FUTURE - Will celebrate closer to STAAR now	
Upgrade Gagaball purchase to include the cart	Sam	10/2/25	COMPLETE
Send Brandi the names of one and done families	Sam	10/3/25	COMPLETE
Put flyers in breakroom and cafeteria or where teachers will see when an appreciation lunch will be happening	Lauren	Each month going forward.	ON-GOING (change to monthly process)
Send WIX contact to Erica	Laine	10/1/25	COMPLETE
Send pics of school to Erica	Katrina	10/17/25	
Post flyer in front office with a link to follow PTO on social media	Erica	10/17/25	
Add a link in the room parent Groupme to follow PTO on social media	Erica	10/17/25	
Create SUG for Dad’s on Duty and Distribute	Erika	10/3/25	COMPLETE
Confirm Bike Rodeo set up time & send note through GroupMe for volunteers	Sam	10/6/25	COMPLETE
Coordinate and Complete Final (Makeup) One & Done Party	Elizabeth	10/24/25	
Coordinate and Complete Popsicles &	Elizabeth	10/24/25	

Extra Recess for McClure, Payne & Brixey			
Update Spirit Stick SUG to include December 5 th day and distribute	Brandi	10/17/25	
Send list of staff members missing favorites list to Summer for help receiving the last few.	Sam		COMPLETE

Meeting Adjourned: 11:53 am