



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

**Van Raub Elementary School
2026 - 2027 PTO Board Meeting
August 20, 2026, 10am – 12pm
VRES Campus**

1. Call to Order: 10:05

2. Roll Call:

() Brittney Walker, Principal
(X) Nicole Libeau (on behalf of Mrs. Walker)
(X) Sam Cooke, Co-President
(X) Laine Beatty, Co-President
(X) Tia Flournoy, Treasurer
(X) Rebekah Sallot, Secretary
(X) Mara Barry, VP Sponsorships (phone)
(X) Elizabeth Duenckel, VP Membership

(X) Lisa Hernandez, VP Merchandise
(X) Ashley Rowlett, VP Volunteers
(X) Erica Cepeda, VP Communications
(X) Natalie Samson, VP Fundraising
(X) Miranda Ramirez, VP Events
(X) Maureen Hensley, VP Staff Appr

Additional Attendees:

Kiere Wilkey - Events Committee
Laurie Wolf – Merch Committee
Valerie Gomez – Events Comm (phone)

3. President Remarks / Opening Comments - Sam Cooke & Laine Beatty

- a. [Introduciton of all members present](#)
- b. Thank you for being here! [Attendee introductions. Six new members on the board this year, six returning.](#)
- c. Expectations for the year / General Housekeeping Items (Sam) [No questions, concerns or comments from attendees.](#)
 - i. Workload, deadlines, etc.
 - a. Each VP owns their area, and we want you to feel empowered in that role. You're the point person and decision maker for your committee. That said, please be sure to communicate! If you need help with tasks, brainstorming, troubleshooting or just feedback, please reach out early so we can support you! It's much easier for the group to step in and help if we know ahead of time rather than at the last minute. In turn, we will respect your area and not just step in and take over. Laine and Sam will be checking in regularly for status updates.
 - b. If you have questions, please ask! There's always a learning curve when stepping into a new position (this goes for all of

us!). Please don't be afraid to ask questions if you're unsure of your tasks or responsibilities. Sam and Laine will do their best to check in regularly (please don't take offense to this), but don't wait for someone to reach out if you have questions or concerns.

c. Please be sure to check your PTO e-mail accounts regularly.

ii. Confidentiality

a. All of our meeting minutes are posted to our website once they have been e-mailed to the board. This agenda is the starting point for our meeting minutes. Nothing that we are working on is a "secret", but we will have some confidential discussions that may include issues that have come up. I would ask that we keep that information within the Board and not discuss it with other parent friends. Once we are wearing our PTO hats, people assume anything we say represents the PTO organization (and sometimes even the school or the district), even if we are just chatting with friends, so let's just try to be extra careful of this.

iii. Meeting Etiquette

i. Our bylaws reference Robert's Rules. We do our best to stick to a simplified version of Robert's Rules. This keeps us aligned with our bylaws but also allows us to operate efficiently and effectively.

a. We focus less on procedural votes (like approving minutes or the agenda) and more on key decisions, such as spending outside of the approved budget.

b. We won't table new items to the next meeting/agenda, but we may push them to the bottom of the current agenda to be discussed closer to the end of the current meeting. This keeps us on track and allows us to discuss new items as time permits while also being respectful of our 2-hour meeting window.

ii. Our meeting time is limited. To help our meetings run smoothly:

a. Each Board member should send written updates for their area of responsibility to Sam no later than the Friday before our monthly meetings. Example: The next Board Meeting is Thursday, September 3rd. Please send updates to Sam no later than Friday, August 28th. This allows Sam enough time to add the items to the agenda.

b. Please be on time. This includes allowing time to check in with the front office, get your visitor badge and be in the portable by 10am.

c. Please be ready to jump in - come prepared with actual updates for your area of responsibility.

d. Do your best to help us stay on track so we can be respectful of everyone's time. **Side conversations distract the group quickly.**

If you have a question or a point to make, please bring it up to the group as a whole.

- e. Listen to each other, even if we see things differently. We're all here because we care about the school and want to give back. Don't hesitate to voice your opinion, but respectfully.
- f. Above All – let's keep this fun and positive! We're volunteering to do good work for our kids, teachers & community!
- iii. Rebekah (Secretary) will create a list of action items during our meeting. This list will be included at the end of the meeting minutes. During the month (between meetings), she will follow up on those action items weekly.
- iv. Sales Tax & Purchases
 - i. This will come up many times throughout the year – for awareness, we are a 501c3 (non-profit) organization. We do not pay sales tax.
 - a. If you need to make a purchase from Amazon on behalf of the PTO, please use the PTO Amazon account as it's already set as non-taxable.
 - b. If you are purchasing other items, please reach out to Tia for a copy of our tax-exempt certificate.
 - c. We may, occasionally, come across a rare exception, but it should be reviewed by Tia, Laine and Sam prior to making the purchase.
- v. Guest Wi-Fi
 - i. If you will need BISD wi-fi for a PTO event (merchandise sales, etc.) or a staff appreciation event or presentation, please request if from Shaya no later than one business day in advance.
- d. Our bylaws are listed in the about section of the PTO website (under the meeting minutes). I would encourage you to review them, just for awareness.
www.vrespto.com/bylaws

4. Treasurer Update – Tia Flournoy

- a. High level review of 2025 – 2026 end of year financials (Sam/Tia)
 - i. Earned \$164k last year, spent \$149k (spent \$15k less than earned). [More money made than spent and that money has been saved for campus improvements as listed below. All financial information is open and available through Tia and the co-presidents, as well as through meeting minutes.](#)
 - ii. Due to the delay with campus improvement projects, we were budgeted to operate at a loss of \$48k last year due to a carryover of funds from 24-25 that were ear-marked for campus improvements. (Total positive variance to budget of \$63k.)
 - iii. Last year's (25-26) Apex fundraiser was dedicated to a second sunshade for the playground. We brought in \$55k from that fundraiser and passed \$10k back to the classrooms, so we have \$45k saved toward the sunshade. Should be able to raise the remainder of the necessary funds with this year's Apex fundraiser.

Van Raub Elementary PTO 2025 - 2026 HIGH LEVEL REVIEW		
	25 - 26 ACTUAL	
Fall Fundraiser Revenue (APEX - LATE OCTOBER)	\$ 54,600	Second of three annual fundraisers
Spring Fundraiser (FIESTA FRIDAY - EARLY APRIL)	\$ 58,250	Third and final annual fundraiser
Sponsorship Revenue	\$ 18,000	Plus \$3,000 in trade agreements
Membership Drive Revenue (AUGUST - SEPTEMBER)	\$ 16,450	First of three annual fundraisers
School Supplies Proceeds	\$ 900	Back to school boxed school supplies
Cash Back Night Proceeds	\$ 3,250	Monthly spirit nights at various local restaurants
Spirit Wear Revenue	\$ 11,050	Includes 5th grade yard signs
Spirit Sticks Revenue	\$ 1,625	Sold once/month during student lunches (online pre-payment option)
TOTAL REVENUE	\$ 164,125	
Fall Fundraising Expense (APEX)	\$ 4,000	T-shirts for all staff and students, class team flags
Fall Fundraiser - Teacher Give Back (% earned back to classes and CAMP)	\$ 10,000	10% earned by each classroom is donated back to that classroom
Spring Fundraiser Expenses (FIESTA FRIDAY)	\$ 31,000	Vendor expenses associated with the carnival, as well as the silent auction
Sponsorship Expense (banner purchases/replacements)	\$ 1,250	Sponsor banners for fence
Student Engagement Expenses	\$ 4,700	Holiday decorations (Christmas), paletas for field day, supplies for bike rodeo, various yard signs
Membership Drive Expenses - Class Prizes/Parties	\$ 800	Prizes for 100% class participation, including amazon grants for teachers , brag tags for basic family membership
Membership Drive Expenses - Staff Amazon Grants	\$ 2,500	Staff buy \$15 PTO membership, then apply for \$50 amazon grant
Spirit Shop - Cost of Goods Sold	\$ 7,650	Merchandise purchased to be sold in our spirit store
Spirit Stick Expense	\$ 1,200	Purchase of spirits sticks to be sold to students 1 day/month during lunch
Principal & AP Annual Budget Expense	\$ 1,450	\$750 for principal budget, \$700 for AP budget (often used for staff appreciation week)
Staff Appreciation Expense	\$ 14,700	Annual back to school t-shirts for all staff, monthly events, snacks for PLC
Campus Improvements	\$ 31,200	Butter blocks (PK Playground), new side walk in drop off loop
Student Brag Tags	\$ 275	Distributed at family glow dance (glow in the dark)
After School Clubs	\$ 400	Supplies for Play Club
VRES Family Event Expense (small and large)	\$ 5,000	Grandparents Day (photo back drop, carnations, cookies), Family Glow Dance
5th Grade End of Year Party	\$ 500	Donation toward end of year party (in place of field trip)
Field Trips Expense	\$ 6,800	One field trip/grade level (excluding 5th grade), plus one addit'l field trip for LS by themselves. Added PK this year.
Math & Science Night Expense	\$ 300	
BOA Student Support	\$ 675	Financial assistance for students/families that qualify (assistance no longer available through BISD)
Assembly Expense	\$ -	Had \$2,500 in the budget, but did not have an assembly last year (several were offered to the school at no cost, which was helpful)
Boerne Education Foundation Donation	\$ 500	Annual donation to BEF for their auction
BISD Event Donations (Pies, Convocation, etc.)	\$ 120	Pies donated to BISD for admin office for thanksgiving
Educational Grants	\$ 12,000	Distributed based on applications received
Annual Operating Expenses (PTO)	\$ 11,940	General admin costs, insurance, accounting fees (annual filings), bank charges (including credit card fees), quickbooks expenses, annual website fees, state sales tax remittance (merch sales).
TOTAL EXPENSES	\$ 148,960	

Sam reviewed numbers above with an additional handout of a more detailed proposed budget. We are budgeting to lose \$63K this year because of roll over from prior year. This is mostly due to campus improvements. We have \$45k saved from last year's Apex fundraiser. Those funds are ear-marked for a sun shade for the playground. BISD has approved vendors for this so once we have the funds we can have it done quickly, maybe beginning of summer but timing is still pending. There's also around \$6,500 saved toward a podium. This includes a \$1,000 contribution made by student council last school year. We've identified a vendor to make the podium (solid wood, height adjustable) and it will be ordered soon. Need to meet with Brittney to determine wood & stain preference.

- b. During each board meeting Tia will pass around current financial statements. As we get into the school year, our monthly agenda will also include a list of larger (positive and negative) variances to the budget. If you have any questions about the budget (your

specific area or any other area) or spend, please ask during the meeting (or after). Our financial information is open for everyone to view and understand.

- c. Review of proposed budget for 2026 – 2027 school year (Sam). We will vote next meeting on this budget per Tia. Enrollment is a little lower this year affecting some numbers, but we had a healthy budget so we shouldn't run into any issues .
 - i. Sam and Laine to review with Brittney on Thursday, August 27th. We're not expecting significant changes, but it is possible. Any adjustments made as a result of the meeting with Brittney will be outlined in the September meeting prior to the Board vote. No significant changes made but it will still be reviewed with Brittney.
 - ii. Please review proposed budget distributed in this (August) meeting and come prepared to ask questions at the September meeting or feel free to reach out to Sam, Laine or Tia prior to the September meeting.
 - iii. Once the budget is approved, Laine and Sam will be reaching out to each VP to ensure they understand their budgeted amount for the year. If you have any questions during budget distribution (or throughout the year), don't hesitate to reach out!.
 - iv. If you have new ideas throughout the year, don't hesitate to bring them forward. Even if they are not in the approved budget, it doesn't mean we can't do them. It just means we need to discuss, determine how we can fund and then vote on the spend. The budget is set but please still come to Laine or Sam if there is an additional expense you'd like considered. We can review budget and see where we can pull funds from to make it work. Typically we have three fundraisers through the year (estimated to bring in \$140k this year). We also do additional things like merchandise and spirit stick sales and spirit nights. These items are meant to be smaller fun things for the students and their families, not actual fundraisers.
- d. Outstanding receipts and review of process for submitting receipts. (Tia)
 - i. Try to submit receipts to Tia as soon as possible after the spend occurs. Receipts can be submitted via text, e-mail or hard copy.
 - i. Tia downloads transactions REGULARLY, so the sooner you send her the receipts, the easier it is for her to assign the spend to a category.

5. Sponsorship Update – Mara Barry

We still have sponsorships coming in. \$9250 received as of this AM received as well as \$4000 in trade sponsors. We have had a little fluctuation in sponsorships, new and old, however everything is evening out. Committee is feeling confident more opportunities are coming in still. Trade sponsorships - Nothing Bundt Cakes is a new and exciting one. Idea-look through teachers favorites list and see if there are common names/places coming up, see if we can pursue a trade sponsorship. Trade sponsorships will be discussed Sept/Oct how we will use them in the future. Frost will sponsor at Platinum level, no check yet but still lots of time. Valerie asked about distance of pursuing sponsors, certain radius to pursue? Sam states no issues, we will take support from any distance. A lot of parents are working outside of this geographic area, but still want to provide support.

- a. Committed Sponsorships & Trade Sponsorships

- i. Little Gym of Boerne committed/paid for a Bronze sponsorship just before the meeting started.
- ii. Halo Contractors committed to a Platinum sponsorship after the meeting.

Sponsor Name	Sponsorship Level	2026 - 2027	NOTES
Cooke Funeral Homes	Bronze	\$ 250.00	
Living Water Chiro	Bronze	\$ 250.00	
VV Orthodontics	Bronze	\$ 250.00	Reduced from Platinum (last year) to Bronze
Wagmore Pet Resort	Bronze	\$ 250.00	Sponsor in prior years, but not last year
Southwest Children's Pediatric (Hill Country	Silver	\$ 500.00	New sponsor for the 26 - 27 school year
Bricks & Mini Figs	Silver	\$ 500.00	
Ford of Boerne	Silver	\$ 500.00	
Alamo City Law Firm	Gold	\$ 1,000.00	
Ancira	Gold	\$ 1,000.00	Increased from Silver (last year) to Gold
Fair Oaks Emergency	Platinum	\$ 1,500.00	
Randall Dowdle, CPA	Platinum	\$ 1,500.00	
Yarito & Wolfe, PLLC	Platinum	\$ 1,500.00	New sponsor for the 26 - 27 school year
TRADE SPONSORSHIPS:		\$ 9,000.00	
Snowflake Donuts	Bronze	\$ 250.00	
Blume Haus Flowers	Bronze	\$ 250.00	
Nothing Bundt Cakes	Silver	\$ 500.00	New sponsor for the 26 - 27 school year
TXRH	Platinum	\$ 1,500.00	
Card My Yard	Platinum	\$ 1,500.00	
		\$ 4,000.00	

b. Verbal Commitments:

VERBAL COMMITMENT:			
Sponsor Name	Sponsorship Level	2026 - 2027	NOTES
Little Gym	Bronze	\$ 250.00	
Frost Bank	Platinum	\$ 1,500.00	check should be available next week
Halo Contractors			previously platinum
Edward Jones			previously silver
		\$ 1,750.00	
TRADE SPONSORSHIPS:			
Parker's Ice Cream			Sam & Natalie to meet with Hali in early August to discuss. Verbal commitment of support.

- c. Total sponsorship revenue included in the proposed budget is \$15,000. (Budget does not include anything committed to us as a trade sponsorship, only cash received.) Budgeted amount will be updated to reflect actual amount received closer to the September meeting, which will also impact spend accounts.
- d. Please reach out to Mara if you have any leads or ideas for possible sponsors.

6. Membership Update - Elizabeth Duenckel

- a. **REMINDER** – Our bylaws state that all Board Members must be PTO members. Please be sure to sign up for your membership prior to the end of the membership drive. The level of membership does not matter. Thanks for your support!

ARTICLE V: OFFICERS AND THEIR ELECTION

Section 1:

Each officer shall be a member of this PTO, and a parent or legal guardian of current enrolled student at Van Raub Elementary School.

- b. Successful event at meet the teacher – secured 35 memberships for a total of \$4,050, including 3 of the One & Done memberships. This includes one (2nd grade) returning family and two (K & 4th) new families! (LAST YEAR: 31 memberships and total raised of \$1,350 at MTT.) **Four more memberships more than the year before. We have never done 3 one and dones that night so it's a great success!**
- c. Last year's membership drive brought in a total of \$16,440 (including company matches). The proposed budget for this year is \$14,400 (same as budget for prior

school year). This is probably a conservative projection, but school enrollment is also down from prior year (715 vs 763). **New level added (Speedster); already have 4 of those!**

d. Amount Earned to date: \$10,995

MEMBERSHIP LEVEL	COUNT			DOLLAR VALUE					
	25 - 26	26 - 27	YOY VAR	25 - 26	26 - 27	YOY VAR			
BEEP - BEEP	147	58	(89)	\$ 3,675	\$ 1,450	\$ (2,225)			
ROADRUNNER	71	38	(33)	\$ 3,550	\$ 1,900	\$ (1,650)			
RAUBIE	20	15	(5)	\$ 2,000	\$ 1,500	\$ (500)			
MARATHON	18	13	(5)	\$ 2,700	\$ 1,950	\$ (750)			
SPEEDSTER	0	4	4	\$ -	\$ 1,200	\$ 1,200			
ONE & DONE	4	4	0	\$ 2,000	\$ 2,000	\$ -			
STAFF	60	50	(10)	\$ 985	\$ 795	\$ (190)			
GIFTED (added on to family membership)	10	3	(7)	\$ 250	\$ 75	\$ (175)			
SPONSORED (separate transaction)	40	5	(35)	\$ 1,025	\$ 125	\$ (900)			
	370	190	(180)	\$ 16,185	\$ 10,995	(\$5,190)			
*As of Tuesday, August 18th.				\$ (3,405)		Amount Remaining to Budget			
NUMBER REPRESENTED	COUNT			% POPULATION					
	25 - 26	26-27	YOY VAR	25 - 26	26-27	YOY VAR			
STUDENTS	423	212	(211)	56%	30%	-27%			
HOMEROOM TEACHERS	36	31	(5)	92%	82%	-11%			
TOTAL STAFF	60	50	(10)	71%	59%	-13%			

e. Top 5 Classes to Date:

HOME ROOM TEACHER	GRADE	% MEMBERSHIP
ERIN TORRES	THIRD	58%
KATIE KALAPACA	THIRD	58%
HOLLI ECONOMIDIS	FOURTH	55%
LAUREN PYLE	KINDERGARTEN	52%
BRYSTAL PAYNE	SECOND	50%

Classroom participation is low. We are hoping it will improve with time. Maybe do one or two 24hr offers if you can get to 100% you can win a classroom party. We will also send a stand alone link out to parents, last year we saw greater success with that. Elizabeth will continue to push. Nicole will follow up at staff meeting and see what works with teachers who are having success and encourage other teachers to try those things. Spirit stick vouchers are new, Elizabeth will work with Lisa to make sure that works smoothly. Elizabeth will also make sure photos of swag are sent to Erica for social media.

- f. Fulfillment of swag will begin this week and then will be done once/week through the end of the drive. For ease, brag tags will be delivered by classroom immediately following the end of the drive. Will work with winning teachers on scheduling class parties and purchasing Amazon Wishlist items for Grant winners. **New swag will be delivered tomorrow to go home for the weekend.**
- g. Plan to drive membership results through 9/4: Erica has been helpful with social media, Erica and Elizabeth to work on reels after the meeting. If a class gets to 100%, Elizabeth will announce as it happens so social media can be updated. Need to get the remaining Speedster and One & Done shoutouts completed.
 - i. Videos
 - ii. Competition

7. Fundraising Update - Natalie Samson

Showed flyers for upcoming spirit night at McDonalds that will go out. Still need participation from teachers for second shift of the night, may need PTO members if we cannot get spots filled. Nicole will send out in newsletter that we need teachers to volunteer.

a. Spirit Night's

MONTH	DATE	TIME	LOCATION	EARNED
AUGUST	8/6/2026	5-6:30PM - MTT	CHLOE BELL'S SHAVED ICE	
AUGUST	8/27/2026		MCDONALD'S	
SEPTEMBER	9/16/2026	5PM - 9PM	CHIPOTLE	
OCTOBER			N/A - BOO GRAMS & APEX	\$ -
NOVEMBER	11/10/2026	3PM - 10PM	TEXAS ROADHOUSE	
DECEMBER	12/12/26 (TENTATIVE)		KENDRA SCOTT (REQUESTED)	
JANUARY			WILLIE'S OR RAISING CANES	
FEBRUARY			POSSIBLY PARRY'S	
MARCH			SPURS TICKETS OR ARROWS	
APRIL			ARROWS (GOOD FRIDAY) OR N/A	
			YTD TOTAL	\$ -
			Annual Budget	\$ 2,100
			LTG	\$ 2,100
NOT YET CONFIRMED				

- b. Spirit Stick Sales Friday, August 28 Need one board member to volunteer for each time slot. August is taken care of. We have a student who paid last March and didn't get her sticks-she needs to be added to this one. Natalie gave name to Laine and Laine will make sure it's on Lisa's first list for this year. Natalie ordered some new spirit sticks this year, Natalie will send pictures to Erica for social media.
 - i. Need 2 volunteers and then will work with Ashley on SUG for remainder of the year.
 - i. **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 students.)
 - ii. Review of October, November, December and March dates Spirit night with Chipotle in September will be the first time with them. No October spirit night scheduled due to Boograms. May squeeze in Raising Canes at some point, depending on possible sponsorship. May potentially squeeze them in October. TXRH scheduled for April 20th 3p-10p per Natalie. Will confirm date with Kendra Scott once they are able. Parry's Pizza at the Rim-do people think it's a good choice? Several members of the board think it's a good idea, no concerns with distance. Natalie has reached out to several other restaurants. Spurs tickets-can it work with the March choir concert? Maybe a game during spring break? Natalie will look into minimum amount of tickets we'd have to sell. Do we want to do Arrows again? Concerns because of last years issue of being scheduled same time as Viola Wilson Elementary. May do Good Friday (end of March) if we do it.

			SALES \$\$		
DATE	VOLUNTEERS		CASH	ONLINE	TOTAL
MEET THE TEACHER SALES					
GRANDPARENTS DAY SALES					
	10am - 12pm	12pm - 1:30pm			
AUGUST 28th					\$ -
SEPTEMBER 25th					\$ -
*OCTOBER 30th					\$ -
**DECEMBER 4th					\$ -
JANUARY 29th					\$ -
FEBRUARY 26th					\$ -
***MARCH 19th					\$ -
APRIL 30th					\$ -
YTD TOTAL			\$ -	\$ -	\$ -
			#DIV/0!	#DIV/0!	#DIV/0!
* OCTOBER - We will be selling Boo Grams earlier in the month (for Delivery 10/31) and the Apex fundraiser is 10/26 - 11/6					
** NOVEMBER - Thanksgiving break includes Friday, 11/20 and Friday, 11/27					
***MARCH 26th is Good Friday Holiday					
****Last Day of School is May 27th. All Pro Dads is Friday, May 21st.					
			Annual Budget	\$	1,500
			LTG	\$	1,500
*Increased by \$300 from prior year to adjust for addition of Boo Grams					

- c. Boo Gram Sales in October [Will talk more about dates and sales process in the September meeting.](#)
 - i. Confirm dates for Sale (not to conflict with BOA or Apex Fundraiser Kick-Off)
 - ii. Need to identify how sales will take place.
 - i. Wix/Spirit Store
 - ii. Cognito Form

8. Principal Update - Nicole

[No new items to add to the agenda. Expressed appreciation for the PTO.](#)

9. Merchandise Update – Lisa Hernandez

[Several new committee members, they are all finding their groove well.](#)

- a. School Supply Distribution (Wednesday, August 5th) went very well – any specific feedback from merch team?
 - i. 2026 – 188 orders were placed and we earned \$752
 - ii. 2025 - 233 orders were placed and we earned \$932
 - iii. 2024 - 270 orders were placed and we earned \$1,078
 - iv. Need to discuss whether we want to continue to provide this service next year. If so, do we want to continue with First Day School Supplies or investigate other options? [Number of orders declined. We should look into which grades use it. 2nd grade was the biggest user last year. It wasn't a lack of marketing as multiple links were sent by Summer. Might want to poll teachers next year because teachers have asked for Ziplocks to be taken off list because of too many. That would be a district adjustment to the supply list. Lisa can maybe edit just the School Supply Distribution list per what the teachers are requesting. Sam-might not be able to add new things as BISD has an approved list. Good thing for Sam and Laine to take to the monthly meetings with Dr. Craft at BISD.](#)

- b. Ordered (2) new shirts prior to the start of the school year. [Three other shirt designs have been sent out for opinions in GroupMe. Will look to order more for Grandparent's Day.](#)
 - i. Spent \$2,521.26 on 203 grey "spurs" t-shirts (adult and youth sizes)
 - i. Sold \$1,700 during MTT – 85 shirts
 - ii. Spent \$643.50 on 55 natural "established 2018" t-shirts (youth sizes only)
 - i. Sold \$640 during MTT – 32 shirts
- c. Meet the Teacher – total sales of \$3,434 vs prior year sales of \$2,500.
 - i. The sales process seemed to go well. Lines never seemed ridiculously long.
 - i. Any other feedback from merchandise team to be documented? [Merch team felt Meet the Teacher went well, the two new shirt designs were received well.](#)
- d. Grandparents Day – Friday, September 11th and Monday, September 14th [We will set up for all lunches outside most likely with new products as many grandparents have expressed interest in purchasing/supporting.](#)
 - i. Recommend planning to limit merchandise sold to focus more on the new shirts and possibly a couple of other items.
 - a. What about socks? [Would definitely need to consider price point here and be sure they were gender neutral. Lisa doesn't like the socks design from Gandy, will continue to look into other companies. Sam thinks a gender neutral design will sell well.](#)
 - b. Do we want to do a new shirt for grandparents day? Is it too late? [Yes, lots of interest in new designs.](#)
 - ii. Other older/remaining merchandise can be sold in a clearance sale at the Roadrunner Dash and/or Fiesta. (Can discuss later if we want to sell merch at Fiesta this year.)
 - iii. [In future, may consider another new shirt where we post 2 – 3 designs to social media and let people vote.](#)
- e. Roadrunner Dash Shirts – One shirt per student and staff member
 - i. Where are we with design? [Lisa will need to bring Roadrunner Dash design by Sept 3rd meeting.](#)
 - ii. And what about cost?
 - i. Proposed budget includes \$5,250 for students & staff
 - ii. May want to consider ordering a few extra of these shirts to be used as new hire gifts at the start of the next school year.
- f. Understanding Process & Timing for Regular Fulfillment of Website Orders
 - i. [Lisa and/or Laurie will be on campus each Monday and Friday morning to fulfill regular spirit store orders.](#)

10. Campus Improvement Update – Sam & Laine

- a. Completion of projects at the start of summer.

- i. Sidewalk in front of school
 - ii. Butter blocks in front of PK Playground
 - iii. Total cost for both projects was \$31,180.
- b. Proposed budget includes \$65,000 for Campus Improvements.
 - i. Main focus this year will be the new shade for the playground. This will, likely, cost around \$65,000 and we have \$45,000 saved from last year's Apex Fundraiser. This year's fundraiser will be ear-marked as "remaining funds for sunshade and other campus programs" (to account for any overage).
 - ii. If we have funds available, we can review with Brittney for potential new ideas and/or re-visit remaining ideas from prior year.
 - i. Courtyard Enhancements
 - ii. Additional Shaded Benches for Playground
 - iii. Additional safety window coverings for classrooms that face the drop-off / pick up loop in the front of the school
 - iv. Installing privacy fencing (similar to PK playground fence) along the back field / walking path to Front Gate. (Tia mentioned in December 2025 meeting on behalf of Krista Kimball. Need more details from Krista as the board is concerned this wouldn't work given the placement of walking path and fence.)
 - v. Other possible ideas not yet reviewed: Ashley- new turf? Per Tia, we've looked into all of it but the price is expensive as well as upkeep concerns.
 - a. Filtered water (hot & cold) station for teacher's lounge
 - b. Water refill station/drinking fountain for outside (Mrs. K's e-mail) Everyone seemed to agree this was a really good idea.

11. Staff Appreciation Update – Maureen

- a. August – back to school staff breakfast on August 10th
 - i. Breakfast from Box St All Day
 - i. Feedback on catering – items ordered, amount ordered, etc. Catering for 90 people, \$2000 spent.
 - ii. Drawings for gift cards & school supply give away
 - iii. Back to School Supplies & Gift Card
 - i. Scooter's coffee gift card (donated)
 - iv. New staff gifts & cards
 - v. Staff Survey Results / Feedback Received 39 responses stating they'd prefer monthly events and 14 others who wanted stocked break room instead. Maureen passed around the feedback for members to review. Sam-thoughts on feedback, maybe we should do random/surprised snack cart days vs stocking the break room. Teachers tend to like the surprise of that vs not everyone making it into the break room for snacks.
 - i. – Questions Asked:

- a. Preferred type of staff recognition (to determine if they would want to trade some themed monthly events for stocking the break room).
- b. Whether there is anything else they would like from the PTO (specific to staff appreciation)
 - i. Received a lot of gratitude in the comments and a couple of the suggestions made by the new teachers were already taken care of at the breakfast (welcome bags, new t-shirt).
- b. Monthly Staff Appreciation Events - What's coming up?
 - i. September TBD Sept 17th, need to run by Brittney for approval. Quote from Taco Cabana or Las Palapas pending. Maureen will send Erica the flyer for the event so she can post on social media so teachers don't miss out on it. She will also provide physical flyer.
 - ii. Future months will be determined based on responses from the staff survey. Maureen will bring monthly ideas to the September Board Meeting so she can first review with her committee. October 22nd potential next date. Question from Maureen, who orders the yard signs, etc. Sam to coordinate with her. Need to make sure we include Mrs. Bowe as there were concerns she was left out last year when we combined. Need to add/include Instructional Coach Day October 6th. Maureen to send pictures to Erica of gift recipients for days below for social media. Question in regards to gift standards/expectations. Maybe we need to set a standard so budget is fair across the board. Will go off of past records for now. Committee would also like to look into permanent yard signs (like happy principal day, etc.), but we need to consider upkeep, setup, is this a responsibility we want to take on? Nicole-could we look into welding club creating permanent poles and putting in banners instead? Something to look into for next year maybe.

c. Monthly Recognition Days

MONTH	DATE	DAY	EVENT	DETAILS
OCTOBER	10/2/2026	FRIDAY	Custodian Appreciation Day	Nazarita Garcia, Robinson Reyes Gomez, Teshim Haile, Sarah Shantz, Aida Vega
OCTOBER	10/6/2026	TUESDAY	National Coaches Day (CAMP - to be more inclusive)	Monica Agtuca, Bethany Kunkel, Tavis McGeachin, Noah Miles, Rachel Varela
OCTOBER	10/12/26 - 10/16/26		National School Lunch Week	Graciela Hernandez, Kendra Hirth, Imelda Simonson, Esther Torres
OCTOBER			National Principal Month	Brittney Walker
NOVEMBER	11/2/26 - 11/6/26		National School Psychology Week	Sarah Leggett
NOVEMBER	11/18/2026	WEDNESDAY	Education Support Professionals Week	Mrs. Bowe? (Instructional Coach)
FEBRUARY	2/1/27 - 2/5/27		National School Counselor's Week	Heather Maloney, Vanessa Rodriguez
			SRO Appreciation Day (Celebrate Tuesday 2/16?)	
FEBRUARY	2/15/2027	MONDAY	President's Day - SCHOOL HOLIDAY (no school Friday, 2/12)	Michael DeHoyos
			Librarian's Day	
APRIL	4/4/2027	SUNDAY	(Celebrate Monday 4/5?)	Nikki Polk
APRIL	4/5/27 - 4/9/27		Assistant Principals Week	Nicole Liebau
APRIL	4/21/2027	WEDNESDAY	Admin Professional Day	Melissa Berenji, Shaya Flugence, Melanie Solomon
APRIL	4/27/2027	TUESDAY	School Bus Drivers Day	All VRES bus drivers (need list from front office)
			Principals Day	
MAY	5/1/2027	SATURDAY	(Celebrate Friday or Monday?)	Brittney Walker
MAY	5/3/27 - 5/7/27		Teacher Appreciation Week	All Staff
MAY	5/6/2027	THURSDAY	Nurses Week	Ashton Stewart

12. Events Update – Miranda Ramirez

- a. Kinder playdate – do we want to try to host this event this year? Sept 8th 4p-5p proposed by Miranda. Secondary date Sept 15th. Last year it was August 19th 4p-5p. Will look to get approval for that date with Brittney.
 - i. Requires minimal effort and has been well received
- b. What's coming up?
 - i. Grandparents Day (Friday 9/11 and Monday 9/14) Ashley will help Miranda with SUG creation.
 - ii. Carnations from Blume Hause (trade sponsorship) Mara connected everyone with Blume Haus for carnations.
 - iii. Picture Backdrop & Props (can use VRES step & repeat)
 - iv. Cookies
 - v. *Will need volunteers for all of this, plus check-in. Ashley will help Miranda with SUG creation.
 - ii. Anything else?
- c. Plan for future school events for the year
 - i. Please meet with your committee and bring list of event ideas to September meeting for discussion. The proposed budget includes a total of \$5,250 for small (example: grandparents day) and large (example: glow dance) family events for the year. If you'd like historical information on spend, please reach out to Tia.
 - i. Tia will send details of last year's spend to Miranda to share with the events team.

13. Volunteer Update – Ashley

- a. Room Parents – received room parent info from 16 of 38 homeroom teachers (as of Tuesday 8/18). Reminder to submit going out Thursday/Friday.
 - i. Confirm a date for Room Parent Meeting (Friday 9/25?) Board agrees with 9/25 date 8:30-10am. Sam and Laine will run that by Brittney to be sure the date is okay and check with Shaya to be sure the cafeteria is available.
 - ii. What documentation & communication information will be provided? Ashley needs documentation that was sent out previous years to reference. Sam will send her prior docs as a starting point.
 - iii. Will we also conduct workroom training that day? Confirm with Shaya? Ashley will confirm with Shaya and coordinate.
- b. Upcoming SUGs Needed:
 - i. Grandparents Day (Friday 9/11 and Monday 9/14) Completed.
 - i. Merchandise Sales
 - ii. Events – distribution of name tags for pre-checks, cookie table, photo op
 - ii. Individual Fall Picture Day (Wednesday 9/16) – Need to confirm date & time with Shaya and number of volunteers needed.
 - iii. Spirit Stick Sales – August – May Completed.

- c. Blessings in a Backpack (Shauna Tressler / Sam Cooke)
 - i. Pending official schedule from Blessings
 - i. Looks like they plan to begin September 3rd.
 - ii. Packing location is BISD
 - i. Need to confirm if start time is 9:00AM or 9:30AM Per Sam, start time to be corrected-should be 9:00 not 9:30, Erica will fix posting. Packing starts at 9, leader pickup by 8:40. Shauna already corrected the SUG.
 - iii. Shauna will create the SUG once we have the official schedule
 - iv. Will ask each Board Member to volunteer at least twice throughout the year
Sam will provide Ashley with info of people who have stated they are interested in volunteering through online interest so she can send out a blanket email with opportunities as they come up throughout the year.

14. Communications Update – Erica Cepeda

- a. Where are we with initial recognition/shout-out for all sponsors? Posting these, still has several to go but will continue to coordinate with Mara.
- b. What about SM shout-outs for Speedster & One and Done Memberships? Elizabeth and her are working together to post shout outs, will continue to work on these until end of drive. These do not need to be staggered/spaced out. Elizabeth would prefer to post them as they come in and the pictures are available. It's okay to post multiples back to back or in the same day.
- c. What about sponsor updates to our website? Working on the sponsor logos on the website still.
 - i. Prior year sponsors removed? – In Progress
 - ii. Current year sponsors added? - In Progress
- d. Events Calendar on Website Calendar of events is updated on the website
- e. Upcoming Communication Needs:
 - i. Membership Drive! Erica has been making post for this and will continue to work with Elizabeth. They are working together on a post after the meeting today.
 - i. Encouraging families to join
 - ii. Posting Weekly Leaderboards
 - iii. Family Shout-Outs for Speedster & One and Done Membership Levels
 - ii. Spirit Night – August - McDonalds Has posted spirit night, will post again with names of participating teachers once finalized.
 - iii. Spirit Stick Sales. Will post about spirit stick sales. Erica requested photos of new spirit sticks from Natalie.
 - iv. Book Fair SUG (May need to share this for Ms. Polk) Sam will reach out to Ms. Polk to see if she needs help with that.
 - v. Picture Day Volunteer SUG
 - vi. Grandparents Days
 - vii. Room Parent & General PTO Meeting (required per bylaws)
 - viii. Blessings in a Backpack SUG
 - ix. Boo Gram Sales
 - x. Apex Fundraiser (October & November)

15. All Other Business

- a. Adopt a Staff Member - do we want to do this again this year? Board thoughts-We've tried this various ways. It's a lot to ask of room parents and our families. Instead, it might make more sense for Erica to post a couple of reminders throughout the year to point families to the favorites lists on the PTO website. Will continue this conversation if other ideas come in.
 - i. 46 additional admin & staff (38 homeroom teachers already covered)
 - ii. Only missing "favorites" survey from 6 staff members, 4 of which are new to the school this year. Only missing 3 now.

16. Future Business

- a. Review/Update VRES PTO Bylaws – Over time things have evolved informally with only minor updates to the bylaw document.
 - i. Need to review and update bylaws to reflect current practices (example: timing of annual budget approval and spend that takes place from July 1st through early September).
 - i. This would strengthen financial oversight and accountability (To clarify, there are no real concerns with spend that takes place during the school year. However, a precedent has been set for spend leading up to the school year before the budget is actually approved. (example: back to school breakfast in early August)
 - ii. Would also be helpful to provide more clarity and transparency of roles and responsibilities, both throughout the year and during leadership transition.
 - iii. Ensure we are aligned with best practices of the school district.
- b. Individual Staff Appreciation Days
 - i. The future of yard signs
 - ii. Setting a standard practice for spend around individual gifts

Important Upcoming Dates:

8/21 – Spirit Stick Pre-Sale (online) begins through 8/27

8/27 – Spirit Night at McDonalds 5:00PM – 7:30pm

8/28 – Spirit Stick Sales at Lunch

8/28 – VP & Committee Updates due to Sam

9/3 – First Blessings in a Backpack Delivery of the School Year

9/3 – Monthly PTO Board Meeting

9/4 – Last Day of PTO Membership Drive

X/X - MONTHLY STAFF APPRECIATION EVENT – September 17th, TENTATIVELY

9/11 – Grandparents Day

9/14 – Grandparents Day

9/16 – Individual Fall Picture Day

9/16 – Spirit Night at Chipotle 5:00PM – 9:00PM

X/X – Kinder playdate (?) September 8th (first choice) or September 15th (second choice) TENTATIVELY

9/18 - Spirit Stick Pre-Sale (online) begins through 9/18

9/24 – Spirit Stick Sales at Lunch

9/25 - VP & Committee Updates due to Sam

10/1 – Monthly PTO Board Meeting

10/1 – 10/16 – Boo Grams Sale (Need online form or item in spirit store)

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

Action	Owner	Due Date	Status
Road runner dash design completed by next meeting for board review	Lisa Hernandez	9/3	
Explain process for getting t-shirt sizes from teachers to Lisa	Laine	9/3	
Coordinate the Card My Yard ordering process w/ Maureen & Mara	Sam	9/3	
Reach out to Ms. Polk re: book fair help need for SUG	Sam	9/3	Completed
F/U with PTO memberships purchased through Wix store	Sam	8/20	Completed
Send Ashley Room Parent meeting info/docs previously used	Sam	9/3	Completed
Provide Ashley info on how to obtain names of people interested in volunteering via online survey	Sam	9/3	Completed
Confirm Kinder Playdate with Brittney-9/8 or 9/15 (Tuesdays)	Laine/Sam	8/27	On Agenda for 8/27 mtg
Confirm with Brittney 9/17 for next staff appreciation event (Thursday)	Sam/Laine	8/27	On Agenda for 8/27 mtg
Send prior year spend (by event) to Miranda to share with events team	Tia	9/3	

Confirm date/time for PTO/Room Parent meeting with Shaya, including cafeteria availability	Ashley	8/20	Completed
Confirm Shaya can conduct work room training just prior to room parent meeting	Ashely	8/20	Completed
Help Miranda with SUG for Grandparents Day	Ashley	8/28	Completed
Confirm date/time for room parent and general PTO meeting with Brittney and send to Erica for posting notification	Sam/Laine	8/27	On agenda for 8/27 mtg
Post shout outs for sponsors & memberships	Erica	Over next 2 wks/as they come in	
Spirit Night post for McDonalds (Once teachers are finalized)	Erica	8/25	
Blessings in a backpack SUG – correct start time	Erica	9/3	
Updating sponsor logos on website	Erica	9/3	
Send Erica photos of new spirit sticks for SM	Natalie	8/23	
Research Spurs ticket fundraiser and provide update in next board meeting	Natalie	9/3	
Send info to Lisa & explain process for spirit stick vouchers associated with membership swag (\$100 PTO membership level).	Elizabeth	8/25	
Send photos of membership drive swag to Erica	Elizabeth	8/24	
Order new merch for Grandparents Day	Lisa	8/27	

Send next staff appreciation flyer to Erica	Maureen	9/3	
Present Boo Gram timing and sales process to board in September meeting	Natalie	9/3	
Get sales information by Grade from First Day School Supplies	Lisa	9/3	
Ask BISD about changes to school supply list for next year (removing Ziplock bags, adding composition books for 5 th grade, etc.)	Sam/Laine	9/11	First meeting is 9/11, but that's a BEF breakfast. May not be able to ask until October mtg.
Ensure Lisa has the name of the student that did not get his pre-paid spirit sticks at the end of last school year. (Laine received name from Natalie in meeting.)	Laine	8/25	

Meeting Adjourned: 12:16

Minutes taken by: Rebekah Sallot, Secretary