



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

**Van Raub Elementary School
2025 - 2026 PTO Board Meeting
January 14, 2026 10am – 12pm
VRES Campus**

1. Call to Order: 10:06 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
(n) Katrina Doran, VP Sponsorships	<u>Additional Attendees:</u>
(y) Elizabeth Duenckel, VP Membership	Laurie Wolfe
(n) Hannah Bowers, VP Campus Improvements	Lisa Hernandez

Alyssa Conklin
Jane Burton

3. President Update - Sam Cooke & Erika Johnson

a. Ownership of Roles

- i. Every role on this board exists for a reason. Each one supports another and that interdependence is what makes our PTO work. When follow-through doesn't happen in one area, it impacts multiple people, even if that impact isn't always visible.
- ii. For our PTO to run smoothly and for it to stay positive, we need strong ownership, communication and follow through across the board. Please:
 - i. Take ownership of the role you've agreed to
 - ii. Meet deadlines when possible
 - iii. Communicate early if a deadline won't be met
 - iv. Ask for help before things fall behind, not after
 - v. Ask for help or clarification if the expectation isn't clear
 - vi. If your role feels heavier than expected or life has shifted and something isn't realistic anymore, that's okay, but let's talk. We can problem solve, adjust timelines (where possible) or redistribute responsibilities. What we can't do is let things go un-done.

- iii. I believe in this team and I really want this second half of the year to feel collaborative, supportive and successful for everyone. The way we get there is by:
 - i. Communicating early
 - ii. Following through on our responsibilities & commitments
 - iii. Working together for the common good of the school.
- iv. Please also remember this as we start to focus on Fiesta Friday planning & execution.
- b. 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 Flournoy We received the final payment in from APEX yesterday.

- 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. 2025 – Filing Sales Tax Report – FILED JANUARY 12, 2026 **\$2 off for timely filing! Filed 12K of merchandise this year (Jan-Dec) - meet the teacher and day 1 of grandparents day were our tax free days (voted on in January of last year).**
- c. Voting on (two) Tax Free Days for 2026: Pushed from the December meeting to the January meeting to allow us time to research potential tax issues with the Fiesta Friday silent auction. Tia contacted our CPA for guidance, but we still do not have clear direction on this. Last follow up with CPA was Monday, January 12th.
 - i. Historically Meet the Teacher and Grandparents Day(s) have been our highest sales days.
 - ii. **Tia reviewed Treasurer's notes and think we may only need to pay sales tax if the amount we earned from the basket (minus gift cards) exceeds the retail value of the basket. Sam did not see any verbiage around that on the comptroller's website, but we will wait to hear back from our CPA.**
 - i. **CPA confirmed on 1/15/26 that baskets (excluding gift cards) are taxable, even in a charitable auction. Will need to complete more analysis around this, but it seems likely that we will want one of our tax free days to be April 10th (final day of the Fiesta Auction).**
- d. Budget Variances (positive or negative) to Date (for awareness):
 - i. Working with Lauren on Staff Appreciation budget. No issue with over-spend at this point, but just making sure we have enough remaining in the budget to get us through the year. **Would be about \$785 over budget if we do the chair massages again, which were a BIG hit last year. Karen Tollman is going to sponsor a soda float for teachers. Thoughts on filling up the teachers lounge with snacks and coffee?**

ACCOUNT	REVENUE CATEGORY	VARIANCE	EXPLANATION
4300	PTO - Sponsorship Revenue	\$ 2,250	Additional sponsorships from what was expected/budgeted
4100	Fall Fundraiser Revenue (APEX)	\$ 5,196	VRES PTO portion of funds raised
4400	Membership Revenue	\$ 2,040	Additional memberships from what was expected/budgeted, plus recv'd some corp match donations
		\$ 9,486	Positive Variance
ACCOUNT	EXPENSE CATEGORY	VARIANCE	EXPLANATION
5130	Fall Fundraiser VRES Donation	\$ (1,508)	All expenses including Teacher give back, t-shirts and misc. expenses
5450	Membership (Teacher Amazon Grants)	\$ (1,507)	Budgeted for all staff members to join and submit for an amazon grant
5511	Staff Shirt Expense (Back to School)	\$ (846)	Ordered earlier in the summer and received discount
			Field trip expense was \$585 less than budgeted, but we provided \$675 in support for students to attend BOA
5710	Field Trips	\$ 90	
5860	Educational Grants	\$ (3,565)	Still need to purchase rolling storage cart for the indoor gaga ball pit (Coach Miles)
5260	Spring Fundraiser Vendor Expense	\$ 4,120	ESTIMATE - Potential increase in vendor expense for carnival rides and games
		\$ (3,216)	Positive Variance
\$ 12,702 Total Net Anticipated Positive Variance (To date)			

- e. Outstanding Receipts
- f. **Haven't received the spirit night check from Cane's yet. Natalie: reached out to Cane's and the manager there said he's waiting to receive the check.**
- g. **Received a \$500 grant from Allstate for Mr. McGeachin and the music program. A parent that works for Allstate applied for the grant on behalf of Mr. McGeachin. We will get his wish list, run it by Summer for approval and then make the purchases on his behalf.**

5. Sponsorship Update – Sam Cooke (on behalf of Katrina Doran)

- a. One additional family has been in contact with Katrina to discuss a potential sponsorship, but no commitments have been made at this point.

LEVEL	2025 - 2026		Businesses
Bronze	\$	2,000	Little Gym, Robin Saunders, Belden Automotive, Cooke Pet Crematorium, Little Stem, Will Johnson Atty, Gray Realty Group, Wildey Pediatric Dentistry
Silver	\$	5,000	Enrich, Ancira, Bricks & Mini Figs, Cleo Talos, Ford of Boerne, Ferris Ortho, Edward Jones, Renewal by Anderson, Liverpool Academy Texas, Greet Fair Oaks Ranch
Gold	\$	2,000	Raising Cane's, Alamo City Law Firm
Platinum	\$	9,000	Fair Oaks ER, WV Orthodontics, Sunburst Gymnastics, Halo Contractors, Randall Dowdle CPA, Frost Bank
TOTAL RECEIVED	\$ 18,000		
TOTAL BUDGET	\$ 15,750		
VAR TO BUDGET	\$ 2,250		
TRADE LEVEL	2025 - 2026		Businesses
Bronze	\$	500	Snowflake Donuts, Blume Haus
Silver	\$	-	
Gold	\$	-	
Platinum	\$	3,000	TXRH, Card My Yard
TOTAL	\$ 3,500		
Combined TOTAL	\$ 21,500		

- b. Summer moon can support staff at some point this year (Lauren is aware) but is not able to able to commit to a trade sponsorship as they did in prior year.
- c. We've been notified that the banners for Raising Cane's and Fair Oaks Greet should be delivered to the school this week. All other banners are hanging.

6. Membership Update - Elizabeth Duenkel

- a. No new information to report.
- b. Exceeded budget by \$1,785.

MEMBERSHIP LEVEL	COUNT			DOLLAR VALUE		
	24 - 25	25 - 26	YOY VAR	24 - 25	25 - 26	YOY VAR
BEEP - BEEP	167	150	(17)	\$ 4,175	\$ 3,725	(\$450)
ROADRUNNER	64	70	6	\$ 3,200	\$ 3,500	\$300
RAUBIE	36	20	(16)	\$ 3,600	\$ 2,000	(\$1,600)
MARATHON	20	18	(2)	\$ 3,000	\$ 2,700	(\$300)
ONE & DONE	5	4	(1)	\$ 2,500	\$ 2,000	(\$500)
STAFF	55	60	5	\$ 870	\$ 985	\$115
GIFTED (added on to family membership)	9	10	1	\$ 250	\$ 250	\$0
SPONSORED (separate transaction)	42	38	(4)	\$ 1,025	\$ 1,025	\$0
	398	370	(28)	\$ 18,620	\$ 16,185	(\$2,435)
						\$ 1,785 Amount Earned Exceeding Budget

- c. **Future Business** - Elizabeth to evaluate what membership levels should look like next year, as well as associated swag. Any remaining membership budget from this year can be used toward the purchase of swag for next year's membership drive. This will allow us to have the merchandise on hand when the school year starts, prior to the budget being approved.

7. Fundraising Update - Natalie Samson

- a. Apex Discussion: **Waiting for School Board to approve 2026 – 2027 in next week's board meeting. Then, we can sign the contract with Apex.**
 - i. Met with Apex December 9th to discuss issues experienced during this year's fundraiser. Based on our discussion, Summer, Natalie and Sam felt comfortable moving forward with Apex for next year's fall fundraiser.
 - i. Information from that meeting was e-mailed to the Board the same evening (12/9) for a vote and we were all in agreement that we should continue to partner with Apex for next year's fall fundraiser.
 - ii. In that same e-mail, we also proposed changing the dates for the fundraiser to 10/26 – 11/6. After much discussion around the dates, the new dates passed via vote.
 - a. Apex operates on a two-week rotation. Our only options for next year were 10/26 – 11/6 or 11/9 – 11/20 (the two weeks prior to Thanksgiving).
 - b. The only unknown at this point is if the new date will conflict with BOA. Sam attempted to confirm BOA dates with BISD, but Dr. O'Hare informed us that the district can not confirm any dates until the Board votes to approve the 26 – 27 calendar in January (1/20 School Board Meeting).
 - c. Natalie reached out to Apex to notify them that we will be partnering with them next year and that our date preference is 10/26 – 11/6. We are awaiting the new contract for signature.
- b. Spirit Nights:
 - i. **The past couple of years we've had successful spirit "nights" with Arrows on Good Friday. Natalie reached out to them to see if we could schedule that again this year. Have not received a response/confirmation from Arrows yet, but Natalie will continue to follow up. She also reached out to Papa Nachos for May's spirit night. Or, could possibly do McDonald's in May.**

MONTH	DATE	TIME	LOCATION	EARNED
MARCH 2025	RECEIVED LATE	(EARNED PRIOR YEAR)	CHICK-FIL-A	\$ 260
AUGUST	8/7/2025	Meet the Teacher	Kona Ice	\$ 137
AUGUST	8/20/2025	3pm - 10pm	TXRH	\$ 450
SEPTEMBER	9/26/2025	4pm - 10pm	MIKEY'S CHICKEN & TAVERN	\$ 265
OCTOBER	10/23/2025	11am - 10pm	WILLIE'S	\$ 160
OCTOBER	9/29/25 - 10/3/25	Online*	BULVERDE PUMPKIN PATCH	\$ 55
NOVEMBER	11/21/2025	6pm - 8pm	KENDRA SCOTT	\$ 311
DECEMBER	12/12/2025	4pm - 8pm	RAISING CANE'S	\$ 330
JANUARY	1/27/2026	3pm - 10pm	TXRH	\$ -
FEBRUARY	2/22/2025	4pm - 8pm	PANERA BREAD	\$ -
MARCH	3/26/2025	5pm - 9pm	RAISING CANE'S	\$ -
APRIL				\$ -
MAY				\$ -
YTD TOTAL				\$ 1,968

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

Annual Budget	\$ 2,100
LTG	\$ 132

- ii. Check received from Kendra Scott
- iii. Awaiting check from Raising Cane's
- c. 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 students.)
 - i. Still a couple of open volunteer spots in January, February & March.
 - i. **Still need one board member to volunteer for the second half (12pm – 2pm) of January spirit stick sales. If no one else volunteer's, Natalie will cover it.**

DATE	VOLUNTEERS		SALES \$\$		
			CASH	ONLINE	TOTAL
	MEET THE TEACHER SALES				\$ 37
	GRANDPARENTS DAY SALES				\$ 16
AUGUST 29th	NATALIE NATALIE	LAINE LAINE	\$ 159	\$ 90	\$ 249
SEPTEMBER 26th	TIA TIA	CATALINA VALDES SOFIA COUTTOLENC	\$ 162	\$ 60	\$ 222
OCTOBER 31st	NATALIE NATALIE	ADA ZIMMERMAN LAINE BEATTY	\$ 81	\$ 150	\$ 231
DECEMBER 5th	NATALIE NATALIE	LAINE LAINE	\$ 115	\$ 70	\$ 185
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			\$ 517	\$ 370	\$ 940

- 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
	LTG	\$ 260

8. Merchandise Update – Laine Beatty

- a. Laine's team took inventory on Tuesday, December 9th.
 - i. Laine will reach out to Ms. Maloney this week to see how we can donate older inventory to the Blessings in a Backpack Students. **She is going to put out feelers for students on campus. Other options are possibly take to women's shelter or Hill Country Daily Bread?**
- b. **Laine is going to start working on school supplies contract for next year. She will loop Lisa H. in so that she can pass this to her for her role for next year. Will try to get school supplies kit donated to be given away at Kinder Round Up this year.**

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. 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	9/23/2025
John O'hare	9/21/2025	9/21/2025	9/21/2025	9/23/2025
Jill Rhodespruin	9/22/2025	9/22/2025	9/22/2025	9/23/2025
Rick Goodrich	9/22/2025	9/22/2025	9/22/2025	9/24/2025
Larissa Flores		9/23/2025	9/23/2025	9/24/2025
Sean Babcock		9/23/2025	9/23/2025	9/24/2025
Krista Pomeroy		9/24/2025	9/24/2025	10/1/2025
Wesley Scott		9/25/2025	9/25/2025	10/2/2025
America Jones		9/25/2025*	9/25/2025*	10/2/25*
Patricia Flores		9/25/2025*	9/25/2025*	10/2/25*
Liliana Jaime		9/25/2025*	9/25/2025*	10/2/25*
		APPROVED	APPROVED	APPROVED

*Copy Sent

1. Met with Wesley Scott and Ramiro Guerrero at BISD on 11/5 to discuss next steps on the above projects. Engineers then came to campus later that day to review projects. Update received on Wednesday 11/19: The drone was flown on Tuesday 11/18 and they are starting their drawings for each project. Based on the walk through with the engineer last month, the initial plans/drawings should have only taken 2 days to complete. Summer has followed up with BISD for updates a couple of times, most recently on Tuesday, January 6th. **Summer confirmed she hasn't received a response yet and will continue to follow up. Tia questioned whether a portion of the courtyard project is considered maintenance and could be completed now, but that would only be a portion of one project. Sam will be attending the monthly BISD PTO President's meeting on Friday and will ask about this in the meeting.**

- a. Possible additional campus improvement projects for this year:
 - i. Additional (shaded) benches for the playground – revisit once new Sunshade is installed.
 - ii. Additional (safety) window coverings for classrooms that face the drop-off / pick up loop in the front of the school.
 - iii. Installing privacy fencing (similar to what we did with the PK playground fence) along the back field / walking path to Front Gate. Tia mentioned this idea in the December board meeting on behalf of Krista Kimball. Need more details from Krista to evaluate further.

2. Staff Appreciation Update – Lauren Tijerina

- a. Monthly Staff Appreciation Events - What's coming up?
 - i. December 12th – Poppin' in to say Thank You! (Lauren, Alyssa, Rachel)
 - i. How did it go??

- ii. January 9th – 11am - TXRH Welcome Back Lunch (Hilda)
 - i. How did it go?? **It went great, teachers enjoyed it. Approved for \$200 from HEB which was used for salads and snacks for teachers lounge.**
 - ii. New Staff Gifts – nothing was distributed at the lunch. Did we confirm no new hires with Summer or is this still outstanding?
 - a. **Summer confirmed there were no new staff members to be recognized at the January left. She has since confirmed one new hire, so Lauren will reach out to Laine to see what merchandise is available for small gift.**
- iii. February 6th – Blake BBQ: Tailgate Party Lunch **Blake is confirmed, estimated about \$500. Made sure there would be enough food for everyone to get a full plate.**
 - i. Superbowl Theme
 - ii. 3 Sides, Brisket, Sausage, Turkey, Pork Belly
 - iii. Scoreboard for teachers to predict winning team for super bowl
 - a. **We have a couple of leftover HEB gift cards from November staff appreciation event and we'll use those as raffle prizes the Monday after the Superbowl.**
 - iv. Encourage staff to wear their favorite sports attire
- iv. March 17th – Feeling Lucky Chocolate Bar
 - i. St. Patty's Day Décor
 - ii. 1 Golden ticket hidden – need to decide on prize
- v. April 13th – Snowflake Donuts
- vi. May 4th – 8th – Teacher Appreciation Week
 - i. **Karent Tollman has agreed to sponsor a soda float**
 - ii. Summer Moon Coffee Set Up – **will be doing a Cinco De Mayo themed breakfast charcuterie with coffee from Summer Moon.**
 - iii. Raising Cane's \$1k Sponsorship Order – **lunch**
 - iv. **Will look at chair massages again, if not we will figure something else out**
- b. Monthly Recognition Days
 - i. January
 - i. January 12th – SRO Appreciation Day (actually January 9th, but school is not in session that day) – **Cheddars gift card and cupcake mug**
 - ii. February
 - i. February 2 – 6th – National School Counselor Week
 - iii. March – NA
 - iv. April
 - i. April 4th – School Librarian Appreciation Day
 - ii. April 6 – 10th – Assistant Principal Week
 - iii. April 10th – Fiesta Friday
 - iv. April 20 – 24th – Volunteer Recognition Week
 - v. April 22nd – Admin Professional Day
 - vi. April 22nd – Military Connected Kids

- vii. April 28th – School Bus Driver Day
- v. May
 - i. May 1st – Principal Day
 - ii. May 1st – Lunch Hero Day
 - iii. May 4 – 8th – Teacher Appreciation Week
 - iv. May 6th – School Nurse Appreciation
 - v. May 21st – Last Day of School – Congrats Grads!

3. Principal Update – Summer Gault

4. Events Update – Carissa Heuertz (Sam)

a. Future Events:

- i. Winter Event – Peace, Love & Glow Family Dance. Date & Time: Friday, February 6th 6pm – 8pm (Same day as staff appreciation BBQ, but that shouldn't have much impact, if any). Deadline to RSVP is midnight February 2nd. RSPV not required in order to attend.
 - i. Post flyer and link to RSVP to social media and send to Summer to include in her newsletter and to forward to teachers for their individual newsletters. **COMPLETE**
 - ii. List of costs from Carrisa (items already confirmed are noted below).

DJ	\$ 775.00	CONFIRMED - DJ plus photo booth (same DJ as last year) - CONFIRMED
Addit'l Photo Booth	\$ 300.00	Through DJ
Security	\$ 360.00	CONFIRMED with Officer Pina - 2 Officers (or 3) - 5:30 - 8:30 at \$60/hour/officer
Pizza	\$ 735.57	90 pizzas delivered at 3 intervals (1/2 cheese, 1/2 pepperoni, double cut)
Pizza Tip	\$ 105.00	\$35/delivery
Bottled Water	\$ 60.00	
Robot Entertainers	\$ 832.00	CONFIRMED - 2 LED Robot Entertainers 6:30 - 7:30pm
LED Dance Floor	\$1,500.00	20 x 20 LED Dance Floor (if funds permit)
LED Foam Wands	\$ 200.00	400 LED Foam Wands
Beach Balls	\$ 50.00	Light Up Beach Balls
		360 Photo Booth
1		
2		
3		
4		\$4,917.57
5		
6		\$4,500 budget for this event
7		
8		
9		

- a. Same DJ as last year is confirmed. **Includes one photo booth**
- b. Do we want to include a 360 photo booth this year? The DJ includes 1 photo booth but can bring another photo booth for an additional \$300. **The group agreed the students seem to love the 360 photo booth, so that would be preferred (if possible).**
- c. Sam confirmed security with Officer Pina – 2 officers for 3 hours (30 mins before and after event). Will re-confirm closer to date.

- d. Increased pizza order to include parents (90 pizzas double cut). Food truck switched to Chloe Bell's only (cash pay, with 10% back to PTO). Do we want any other food trucks?
- e. Do we want to include a LED dance floor in addition to the 2 robots? Total cost for the dance floor is an additional \$1,500. **YES, if we can make it work within the budget!! This would be a great addition.**
- f. Work with Brandi to create volunteer SUG (**COMPLETE**) and with Erica to distribute via SM. **URGENT**
- g. What about a Glow in the Dark Brag Tag?! **YES, we should do this.**
- h. Let's plan for a 4x4 paper take home reminder the Friday before the deadline to RSVP (Friday 1/30).
- i. Need to confirm that the cafeteria side will actually be darker than the gym side. **Tia is concerned that the hallway portion of the lights are also safety lights and can't be turned off. Sam to confirm with Summer.**
- j. **Concerns about the foam wands turning into weapons/swords. Decided that we should probably nix this idea, which would also help with the budget and being able to include the dance floor. Summer agreed this is probably the best approach.**
- k. **The robot dancers will be passing out glow in the dark long balloons, but there will only be 100 of those.**

iii. Total budget for the event is \$4,500

5. Volunteer Update – Brandi Wright

- a. Upcoming SUGs Needed:
 - i. Peace, Love & Glow Family Dance – Friday, February 6th 6pm – 8pm (plus set up and clean up). Please reference the SUG for last year's My Heart Glows Dance and work with Carissa to finalize. **URGENT COMPLETE – Sent out this morning.**
 - ii. Fiesta Friday – Friday, April 10th 5pm – 8pm (plus set up and clean up). Sam to send updated list of rides to Brandi so SUG can be updated. Still need to confirm games (Sam & Katrina) before we can issue SUG. Once complete, please send (Brandi) the link to Summer and she will send it to the school for student volunteers.
- b. Blessings in a Backpack (Nicole Amedee / Sam Cooke) – MANY open spots for the second half of the school year, including January and February. Need to push this out to social media ASAP and share with FOB and anyone else. **URGENT Added to stories with link to SUG pinned at the top of Instagram. Will create post once all other urgent items are complete. A volunteer was secured for tomorrow's delivery.**
 - i. Ask that each Board Member volunteer to deliver at least twice throughout the year.

- c. Fiesta Basket Room Parent Meeting (and general meeting) and issue Save the Date Jan 21 start with general meeting at 9 am, followed by room parent basket info meeting. This needs to be communicated via social media ASAP. Room parent meeting should also be communicated via GroupMe and e-mail. **URGENT Summer will communicate this in this week's newsletter.**

6. Communications Update – Erica Cepeda

- a. Status on initial recognition / shout out for all sponsors. Have we completed shout-outs for all trade sponsors now? **Scheduled Raising Cane's, which is the last sponsor to highlight**
- b. Status on sponsor updates on our website – Have we added all trade sponsors and Fair Oaks Greet? **COMPLETE**
- c. Monthly updates to PTO calendar (website still shows September calendar) **UPDATED to January calendar**
- d. Upcoming Communication Needs:
- e. Blessings in a Backpack SUG – **URGENT someone signed up for 1/15 - Added to stories with link to SUG pinned at the top of Instagram. Will create post once all other urgent items are complete. A volunteer was secured for tomorrow's delivery.**
 - i. Flyer for Peace, Love & Glow Dance Friday, February 6th, 6pm – 8pm **URGENT COMPLETE 1/13/26**
 - ii. Flyer for General PTO Meeting & Fiesta Basket Room Parent Meeting – Wednesday, January 21st at 9am (General Meeting, followed by Fiesta Basket meeting for room parents) – **URGENT COMPLETE - posted this morning**
 - iii. Save the Date – Fiesta Friday April 10th, 5pm – 8pm – **Distribute this week working on this**
 - iv. January Spirit Stick Sales - Laine will open the pre-sale Friday, 1/23 and send the link to Erica. Erica will communicate via SM. **On Erica's schedule to be posted.**
 - v. TXRH Spirit Night – January 27th **received flyer from Natalie**
- f. Update on monetizing our social media account and what that entails. Initial concerns expressed in the December Meeting: What advertising would be represented (and not having control over this), as well as how much advertising vs. what would actually be earned by it. Erica will investigate and bring info back to the group for further discussion in January. **Erica will distribute one-page document (monetization info sheet) to the board.**
 - i. **Our bylaws (1 &2) currently prevent us from doing this. Item added to Future Business (a, ii.) to consider/include this as part of the review process during our next bylaw revision. Should also consider any BISD policies around this.**

7. All Other Business

- a. For documentation purposes: Christmas decorations were removed Friday, December 19th following class parties and this process seemed to work really well. It didn't take long and everyone was relieved to have it done prior to January. Thank you to those who stayed to help!

- b. Supporting VRES Families through the Holidays (Sam) – We confirmed that VRES families were eligible to participate in the Blue Santa Project for Kendall County and that they were all notified (through Blessings in a Back Pack). **Summer informed us that all requests for our school were fulfilled by another corporation or organization! We'd love to get the name of the organization so we can thank them for supporting our families.** We also coordinated with Ms. Maloney to assist one VRES family with groceries (and some board games) for the holidays. For transparency purposes, this was funded through donations made by board members. PTO funds were not used for this.
- c. **Blessings in a Backpack reached out to us to assist with providing one of the clear candy canes (with chocolates) in each of the blessings bags in December. Two of our board members were kind enough to donate 60 candy canes so that each of our students received one.**
- d. Fiesta Friday (Sam)
 - i. Review of Project Plan
 - ii. Assigning Roles / Tasks– Carnival & Auction
 - i. Reminder: we added Fiesta Chairs (2) for this year, but those roles are a work in progress and this is still an “all hands on deck” event. If we each do a little, no one has to do A LOT. Not only is this a fundraiser, but it’s also a give-back family / community event to thank them for their support this year
 - a. Auction: Natalie & Sam will over-see
 - b. Carnival: Laine & Erika will over-see
 - iii. The project plan is a working document. Please keep your leads (based on the task) updated on your progress or any issues you encounter. **Review your assigned tasks in detail and reach out if you have any questions around your tasks or due dates. Beginning in February, we will go through the project plan in detail.**
 - iv. Current Focus:
 - i. Securing vendors
 - a. Rides - **COMPLETE**
 - b. Games – **Fabra has used the reverse dunk tank, could be a good way to replace original dunk tank. Sam to see if she can get feedback from Fabra about how this works.**
 - c. Security **CONFIRMED**
 - d. DJ **CONFIRMED**
 - e. Food Trucks
 - ii. Securing parking and transportation (initial contact) **Summer already submitted the request for buses and she will be sure to get drivers cell phone numbers once we know which drivers are assigned to us (much closer to the event).**
 - iii. Sales
 - a. Do we want to make changes/updates to prices, sales
 - b. Ideas for **auction raffle item(s) new ideas? Something like Kalahari or another experience this year?**

- iv. Update Fiesta Website
 - a. Create Cognito form for pre-sales
 - i. Test pre-sale process
- v. Volunteers: Room parent meeting for class baskets, SUG created and distributed to HS, MS
- vi. Communication
 - a. Save the Date
 - b. Sam will send full communication plan (from prior year) to Natalie by end of day today. **Send to Erica**
- vii. Sponsorship
 - a. Understanding which sponsors will be attending and their needs (canopy tent, games, prizes, etc.)
 - b. Securing donations for the auction
 - i. May experience some struggles this year - **some companies are asking us to ask now in August, so much earlier. Some are just not able to donate this year at all**
 - ii. Ideas on how we can get creative? **Send ideas to Katrina if you have any.**
 - iii. **Brainstorming during the meeting:**
 - 1. Coaches at high school – maybe a VRES student can “be a coach” for a Champion or Boerne practice
 - 2. Rent the movie theatre – create an experience where a group of friends can attend a private showing of a movie to include snacks & drinks
 - 3. Parkers experience – the parents would have to pick the child(ren) up from school and get them to Parkers.
 - 4. Blume Haus experience – they might be able to come to us for a build your own bouquet type of experience
 - 5. Bowling alley in Boerne
 - 6. Cooper’s Kingdom
 - 7. Little Stem club
 - 8. Be a crossing guard – one experience at drop off, another experience at pick up – helping Coach Phillips in the crosswalk
 - 9. Morning DJ with Mr. McGeachin
 - 10. Mascot for the morning
 - 11. Nurse for a day – may have issues with HIPAA laws, but should ask Nurse Stewart if she has any ideas on how we could create an experience with her
 - 12. Kid Create experience

- 13. Martini & Company cooking class
- 14. Legos experience
- 15. Spoil Me Spa experience
- 16. Board and Brush (or along the same lines) experience

viii. Merchandise

- a. Do we want/need to order anything new? – **No, do not need to create a specific shirt related to Fiesta. Will sell the “new” merchandise (from this year) already on-hand.**

ix. Teacher Experiences – Make initial contact

8. 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
 - ii. Consider adding further verbiage to clarify sponsor recognition vs commercial advertising. **Be sure to consider BISD policies on social media, etc with regards to the commercial advertising (monetizing our social media accounts).**
- b. 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.
- c. School Assembly (Sam, Erika & Summer)
 - i. If you have any ideas or suggestions for a Spring school assembly, please let us know!
- d. Graduation Walk (Sam & Erika)
 - i. The seniors walking this year will be the first 5th grade class to graduate VRES. Let’s brainstorm how we can celebrate this! Mrs. Polk confirmed she does have a copy of their (5th grade) yearbook in the library.

- e. Acquiring new podium for the state (Sam & Erika to work with Summer)
 - i. Student Council may be interested in making this purchase on their own or in conjunction with the PTO. More to come!
 - i. Website sent to Summer on 1/12 for review (Executive Wood – US based company that creates solid wood podiums and can add the school logo to the front).
- f. 2026 PTO Membership Drive (Elizabeth)
 - i. Determine membership levels and swag for next year.

Important Upcoming Dates:

- 1/21 – General Meeting and Room Parent Meeting (Fiesta Baskets) – 9am GM, followed by RP meeting
- 1/27 – Spirit Night at TXRH 3pm – 10pm
- 1/30 – VP & Committee Updates due to Sam**
- 1/30 – Spirit Stick Sales during Lunch
- 2/2 – 2/6 – National School Counselor Week
- 2/4 – February PTO Board Meeting – 10am – 12pm
- 2/6 – Staff Appreciation – Blake BBQ: Tailgate Party Lunch
- 2/6 – Peace, Love & Glow Family Dance 6pm – 8pm
- 2/22 – Spirit Night at Panera Bread 4pm – 8pm
- 2/27 – Spirit Stick Sales during Lunch
- 2/27 – VP & Committee Updates due to Sam**
- 3/4 - Monthly PTO Board Meeting 10am – 12pm
- 3/17 – Staff Appreciation: Feeling Lucky Chocolate Bar
- 3/26 – Spirit Night at Raising Cane's 5pm – 9pm
- 3/27 – Spirit Stick Sales during Lunch
- 3/27 – VP & Committee Updates due to Sam**

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	
Purchase Gaga Ball Pit Rolling Storage Cart, once available	Sam	FUTURE - TBD	
Put flyers in breakroom and cafeteria or where teachers will see when an appreciation lunch will be happening	Lauren	ON-GOING (change to monthly process)	
Send Blessings info to Tia	Sam		

Talk to Martini and Co about possible donation – cooking class experience for Fiesta Auction	Lauren	1/30/26	
Follow up with Arrows about Good Friday spirit night	Natalie		
Look into donating old merch to women's shelter or Hill Country Daily Bread	Laine		
See if massages for teachers is in the budget this year	Lauren	COMPLETE 1/15/26	Chair Massages will be incorporated into TAW.
Review budget and add LED dance floor to Glow party, if possible	Sam/Carissa		
Find out about reverse dunk tank	Sam		
Order glow in the dark brag tags	Sam/Carissa		
See if the robots will be passing something out at the dance?	Sam/Carissa	COMPLETE 1/14/26	Will be passing out 100 glow in the dark long balloons.
Send Fiesta Communications Plan File to Erica	Sam	1/15/26	
Send Glow Dance SUG to Summer to include in her weekly newsletter	Brandi	1/15/26	
Create SM post - SUG for Blessings	Erica	ASAP	
Include SUG for Glow Dance to Social Media	Erica	ASAP	
Think of what item(s) we could use for the Fiesta Raffle that might draw a lot of excitement – come to next meeting ready to present your ideas	ALL	2/4/26	

Meeting Adjourned: 11:59 am