**Minutes**

**December 11, 2013**

**PTO Board Meeting**

**ROE Library – 6:00 p.m.**

 The Board of Directors (the “Board”) of River Oaks Elementary School Parent-Teacher Organization (“PTO”) met on Wednesday, the 11th day of December, at 6:00 p.m., in the Library of River Oaks Elementary School. The following officers and members of the Board of Directors were present:

Liz Palmer – President

Madhuri Chilakapati – VP Internal Relations

Charles Koerth – VP Finance

Toby Fullmer – VP Public Relations

Chiarra Stratton – Secretary

Lisa Pollock – Budget & Finance

Tina Salem – Volunteer Coordinator

Stephanie Slobin – Specialist Representative

Travis Crabtree – Ways & Means

Jacqualin Seely – Kindergarten Representative

Allison Rudin – 1st Grade Representatives

Laurel Agris & Chaunacey Broberg – 2nd Grade Representatives

Sara Bloome – 3rd Grade Representative

Linda Flores Olson – 4th Grade Representative

Christine Rodriguez – 5th Grade Representative

Amber Thomas – Teacher Representative

Keri Fovargue – Head of School

Call to Order

Liz Palmer, President of the Board, called the meeting to order and noted the absence of a quorum.

Minute Approval

Since there was no quorum, the minutes from the October Board and General Meetings and the November Meeting could not be approved at this meeting. They will be presented for adoption at the next Board Meeting, provided the presence of a quorum.

Finance Update

Teacher bonuses have been distributed. Other expenses this past semester: Kindergarten, 2nd grade and 5th grade fieldtrips.

Development Update

Online Auction raised $60,000 total. There were 220 unique winners.

There will be a big push for the annual fund prior the end of the calendar year.

The total goal for the online auction and the annual fund is $100,000.

Bookfair Recap

Approximately $2400 was raised during the Fall Bookfair which took place the weekend of November 22-24 at Barnes and Noble. Liz thanked all the teachers for coming and attending the Bookfair.

Upcoming Spring Events

Liz Daniel is heading up the planning of the Spring Social.

Carnival planning committee needs volunteers. Carnival is planned for April 5, 2014.

The Scholastic on-site Bookfair will take place in February.

Madhuri Chilakapati presented the plan for the First Annual Bingo Night (for the kids), which will take place on Friday, January 24, 2014. HISD is catering the event (hot dog station) and participants will be asked to pay for dinner in advance. Due to the limited capacity of the cafeteria (150 people), the event will take place in 4 shifts and parents will be able to choose a slot for their child when they sign up for the event. Due to the nature of this event and the number of students potentially involved, Madhuri asked for more volunteers for this event.

School Update

On behalf of the faculty, Ms. Amber Thomas thanked the PTO for the bonuses.

With regard to safety, Dr. Fovargue there have been intruder drills at school and she believes that faculty and staff are in a good place to address these types of issues based on these drills.

Dr. Fovargue explained that due to the repeated flooding of the toilets in the 4th and 5th grade restroom (because of paper towels being stuffed in the toilets) there will still be no paper towels in the boys restroom. Paper towels will be kept in the individual classrooms so that their use can be monitored and hopefully this activity will be curtailed. There are hand driers that have already been purchased and are waiting to be installed. No installation date has been set.

President Update

Liz Palmer restated the meeting policy on school grounds: since there is no meeting space, organizations cannot meet on school campus, organizations (even school sponsored ones) must find a different location to meet after school.

Tile Tree

Stephanie Slobin asked for volunteers to help Ms. Lieber work on the tile tree on Saturday, December 14, from 9-11:30am. Please come and volunteer. Since it is a Saturday, parking is available in the teacher parking lot.

Adjournment

Meeting was adjourned until such time a quorum is assembled and/or until the next PTO Board Meeting scheduled for January 15, 2014.