**PTO Board Meeting Minutes**

**January 14, 2015**

**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 14th day of January, 2015, 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, thus constituting a quorum:

Kara Richardson– President

Chaunacey Broberg – VP Internal Relations

Regina Ibarra - VP – Public Relations

Liz Palmer - Past President

Sara Bloome - Secretary

Kristen Heyburn and Amanda Greenwald - Kinder Grade Reps

Susanna Watt and Jennifer Carroll - 1st Grade Reps

Tammira Phillipe and Cathy Mahoney - 2nd Grade Reps

Kiko Tovar - 3rd Grade Rep

Amy Allen - 4th Grade Rep

Beth Rivera - 5th grade rep

Laura Rensberger - Teacher Representative

Kerri Fovargue - Head of School

Call to Order

Kara Richardson, President of the Board, called the meeting to order.

My Best Plan. Net – representative presented

Presented fund raising opportunity for the school. The company is a personal electrical service shopper. The company requires PTO authorization to collect donations. Each contract will have a portion donated to charity of choice, including ROE PTO. Kara Richardson to review the contract and forward to the PTO next meeting.

Sara Bloome

Moved for approval of November 2014 minutes. The Minutes are approved unanimously.

Development

Neighborhood development update. The fundraiser targeted ROE neighborhoods. Seventeen hundred letters were sent, $10,000 raised. 10 volunteers helped with getting the mailing out with hand addressed letters. Thank you notes are going out next week. Donors include Greenwood King and the Mithoff Family Foundation. Susannah Watt suggested an open house event at the school as a thank you for donors. Dr. Fovargue brought up the ROE alumni facebook page. Nicole Pruitt is working on acknowledgement letters for development.

Spring Parent Social – Kara Richardson presents. Adrienne Murray is working on the event which will be set in April. Volunteers are needed.

Financial Update – Liz Palmer presents – she requests that if you put in a PTO deposit make sure you state on the deposit slip for what purpose the deposit is being made.

Spring Book Fair – Susannah Watt presents – the theme of the event is ROEdeo; family night is 2/20. There will be online gift cards for purchase for the children to use at school. There will be certificates available to underprivileged children. Suggested decorating teachers’ doors in Rodeo theme.

Teacher Representative – Laura Rensberger presents – she thanks the PTO for the gift cards, mugs and pies. The teachers were very appreciative and happy with the gifts.

Nominating Committee – Kara Richardson presents – Chiarra Stratton and the grade reps are starting the process.

IRS Determination – Kara Richardson presents – The IRS laws changed and the PTO needs to prove to the IRS that the organization is fully integrated with the school. Chiarra Stratton and Regina Ibarra are working on the process. The application is ready for submission. Motion presented and approved to submit the application.

Dr. Fovargue presents – The school is now equalized with the PTO payment from earlier in the school year. There is a request from the 1st grade to approve a change of field trip from the dump to Moody Gardens. The busing is not approved by HISD and would need to be provided by the PTO. The PTO voted and approved the bus expense.

5th Grade Representative – Beth Rivera presents – the HISD camp out might not be available to ROE this year. ROE has been able to go yearly as schools were giving up their spaces at the camp out to prepare for standardized testing. The testing schedule is different this year and it appears that schools are not relinquishing their spots in the same manner as in the past.

Other Business and Adjournment

There being no other business to address, a motion was raised and seconded to adjourn the meeting, which was passed unanimously.