**PTO Board Meeting Minutes**

**May 14, 2014**

**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 May, 2014, 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

Chiarra Stratton– First Vice President

Chandu Chilakapati – VP Finance / Treasurer

Chaunacey Broberg – VP Internal Relations

Nichole Pruitt – VP – Development

Regina Ibarra - VP – Public Relations

Liz Palmer - Past President

Sara Bloome - Secretary

Kristen Heyburn - Kinder Grad Rep

Susanna Watt and Jennifer Carroll - 1st Grade Reps

Tammira Phillipe and Cathy Mahoney - 2nd Grade Reps

Kiko Tovar - 3rd Grade Rep

Katheryn Hung and Amy Allen - 4th Grade Reps

Laurel Agris, Beth Rivera, Elisa Donovan - 5th Grade Reps

Rebecca Dominguez - School Life Director

Janet Evans - Volunteer Coordinator

Madhuri Chilakapati - Specialist Representative

Amie Canfield and Allison Rudin - Teacher Appreciation

Renee Lieber - Teacher Representative

Kerri Fovargue - Head of School

Various members of the PTO including parents/guardians of ROE students, ROE faculty and ROE staff (collectively, “PTO Members”), as well as community members, were also present for the meeting.

Call to Order

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

Introduction

Each board member gave brief introductions about themselves.

Thank you gifts

Liz Palmer, Past President, passed out thank you gifts to all board members.

Budget

Chandu Chilakapati presented the status of the PTO Budget. The Affinity program yielded slightly less than projected. Liz Palmer explained that is because some funds come in later in the year from the program participants.

The annual fund was also lower than projected. Members are not sure on how to set the future projected funds, but do want to work on a bigger push for the annual fund in the coming year.

There will be an online auction in the fall which will be a combination of previous years’ spring and fall auctions. The plan is to bring back the community event held last year and to try to have a bigger auction event in the spring.

Book fair projections for in house have been increased since last year; the Barnes & Nobel projections remain the same.

Fun Run and Supplies are usually break even events of the Budget. Liz Palmer explains Fun Run funds go into the general development section. Past underwriters have been Frost Bank, Martha Turner, John Daugherty and Marc Sanders.

School Supplies – the number is negative because of the timing of money in and money collected.

Yearbook – none are left over. There is an approximate profit of $500 if sell all of the books. The number in the budget is as of 4/15/14.

Discussion on why there is no more Fall Frenzy. Fovargue likes the consistent nature of the online auction and there is little cost associated with the auction. The Fall Frenzy was expensive, but netted around $80,000. More people participated in the online auction than attended the Fall Frenzy.

Building Fund – it less this year. This fund mostly pays for the police employment.

Nature Center – HISD is now performing the scheduled maintenance. Mr. Rainn also got grants via Kids Foundation according to Tina Salem. There is less money required from the PTO.

Capital Improvements – money needs to be spent by 2015. PTO is looking into providing more seating within the school, piping issues or pump system.

IB Annual Fee – not covered by HISD. This fee maintains the curriculum authorization and registering for the programs. It is new this year that the PTO is funding the program.

PTO Operations – covers the D & O insurance, printing costs and website subscriptions. Staff training costs have not hit the budget yet. Student enrichment – includes First in Math, OM funding, school supplies, 5th grade graduation, internal relations and school programs.

Teacher Appreciation – covers teachers’ birthdays, the gift fund, teacher appreciation. Frost donated 3 luncheons last year.

Odyssey of the Mind (“OM”) - funds will go into a restricted account.

A question was presented about a broken sidewalk part. Dr. Fovargue responds that this is a City of Houston issue and not HISD.

Minute Approval

Chiarra Stratton presented the minutes from the April 2014 meeting for approval. Kara Richardson moved to approve the minutes and Liz Palmer seconded the motion. Motion to approve the April 2014 Board Meeting minutes passed unanimously.

Spring Social

Presented by Nicole Pruitt. The event will be at the Cadillac Bar, 5/23/2014. The cost is $50 per person and is sponsored by Frost. There will be live music and some auction items.

Directory Update

Presented by Liz Palmer. The directory is moving online, there will also be a physical copy. Emails about this will start going out next week. Email blasts will go through this same system. This is the same system as used by Lanier. PTO members should help to get the word out. The system will be password protected and parents can opt out.

Fovargue likes the idea of this system as the HISD school messenger has limited capacity. She has personal looked at this program.

Advertisements will still be available and will appear in print and online. The new program will phase out the old program, “Constant Contact.”

Development Update

Presented by Nicole Pruitt. She has had some good preliminary meetings. She has 5 people confirmed for her committee and has a plan and schedule. She is looking for a couple of other team members. Bob Casey will stay on as a corporate development. Is looking immediately at new families and the annual fund in the beginning of the school year.

HISD Funding Update

Presented by Dr. Fovargue – The Vanguard budget has been up for discussion. HISD is getting pressure to raise the pay for new teachers. The magnet schools have the highest budgets and the state gives GT funding to the district. ROE gets $43,000 – 45,000 per year; $250,000 from Vanguard. ROE is currently 80% Vanguard and has no low level funding. Fovargue’s plan with budget cuts is to have 27 students in 5th grade classes and to have one less 4th grade teacher. Kara Richardson is meeting with other Vanguard PTO presidents to discuss. The Chronicle reached out to Fovargue, but she cannot comment. HISD is also looking to fund an $8 million literacy program.

Children at Risk

Fovargue presents that the Children at Risk original ranking of ROE was an error; the school is actually ranked #2.

Ms. Hicks

Dr. Fovargue presents that Ms. Hicks is retiring. Fovargue is looking into having a permanent marker to honor her at the school and is looking for ideas. Ms. Hicks has agreed to help look for a replacement music teacher and has requested a family picnic to honor her retirement.

Fovargue thanks the PTO for a good year.

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.