

**Randolph Field ISD PTO**  
**Board Meeting Agenda**  
**March 2nd, 2020, PTO Building**

**Call Meeting to Order : 0830**

**In attendance:** Liz Howard, Carla Hall, Ashley Randall, Ann Walls, Swogie Urso, Mandolin Barnes, Jaime Lowe, Kallie Beinhower, Astrid Wisser, Marie-Celine Murawski, Jessica Ann Dyas, Stephanie Hudson, Shelley Smith

**Approval of February Minutes:** Stephanie made a motion to approve February minutes, Shelley second the motion. All in favor. Minutes approved.

Welcomed two new board members. Swogie Urso (boxtops) and Jessica Ann Dyas (book fair).

**PTO Board Committee Chair Reports:**

**Treasurer:** Kallie was present and submitted a report (attached). There was a staff request for 5 copies of a phonetics program (K-1) for a total of \$400. Stephanie made a motion to approve. All were in favor. Approved request.

**Vice President ES:** Mandy and Jaime in attendance. Report submitted. Last month, Sunshine held a teacher appreciation lunch and it was a lot of fun! I know the teachers had a great meal and really love those lunches!

ES Book Fair is finished up, they did an AMAZING job! Thank you so much to all the helped decorate and volunteered their time, we really appreciate you!

We have APEX Fun Run coming up. We have already met with the Apex coordinator and have the Teacher Huddle on March 16th. Apex starts on March 17th with the run on the 26th.

We will have the Egg Hunt for teachers on the 16th as well. I am looking forward to this, I know the teachers love this!

STAAR testing is coming up starting on April 7th.

**Vice President MS/HS:** Kristi not in attendance. Nothing to report.

**Spirit Night:** Krista not in attendance, but submitted a report.

Rapid Fired was another success in early February.

Sonic is confirmed for Spirit Night this Thursday, March 5<sup>th</sup> at their FM 78 location from 5-8 pm. 10% of all sales back to Randolph schools.

Chipotle on Saturday, April 4<sup>th</sup> is confirmed.

Advertising via yard signs, flyers, FB pages and bulletins at each campus.



**Webmaster:** Alison not in attendance.

**Yearbook ES:** Ann and Ashley in attendance. Report submitted. Yearbooks are still selling well. I am doing one more big push this week with flyers (will be sending them to Astrid to post on Facebook and Carla for the next Newsletter). We have sold 184 yearbooks to date and have 66 books remaining to sell.

We sold 42 ads for a total of \$150 profit for the PTO. There was a total of 7 ads that were not started and a total of 10 that had not been submitted by the due date of 2/10/2020. Ashley and I are working on getting those finalized and submitted by completing a generic phrase for the students who have one purchased but nothing submitted. We will not be doing refunds for any ads since there have been multiple reminder emails sent and reminders sent home with the students.

March 23rd the yearbook will be completed. There are only 10 pages out of 72 remaining that need to be submitted. This will be finished in time. Our next meeting with Kathi is TBD, but will happen before the final submission.

**Membership:** Deanne not in attendance. Nothing to report.

**Event Coordinator:** Amy not in attendance. Not report submitted.

**Sunshine ES:** Rachel not in attendance.

#### **Sunshine HS/MS:**

Stephanie and Shelley in attendance. Report submitted.

Stephanie Hudson 208 598 9008 Shelley Smith 915 861 1365

Old Business

- Teacher Appreciation Week will be May 4-8th.

We'll discuss with Dr. Fox and Dr. Malone soon to find out what their plans are for their respective staffs. Once we know this, we'll complement their ideas with our own "YEAR ROUND" treats, reflecting the seasons of the year.

\* We spoke with Chuck Debney about the possibility of having PTO keys at all campus offices: HS, MS, and Elem. He was very understanding of the situation, but informed us that he was no longer in charge of making keys, and that we would need to bring this to the attention of the interim superintendent.

New Business

- The Hollywood VIP themed teacher luncheon on Feb. 14 was a huge success! We had many compliments on the décor, prizes, and the menu, even though it was the Friday of a 4-day weekend and just one week after the elementary staff's luncheon. (In the future, we think it would be best to space out the events a bit to not overtax PTO members.)

- Before the luncheon, teachers and staff played an Oscar ballot game and we gave out 3 grand prizes along with mini- "swag bags" to all participants. Prizes included movie passes, gift cards, popcorn, PTO cups, and items listed on their personal Teacher Favorites info sheets.

- While we want to give equal love to both the MS and the HS campuses, we think the new MS multi-purpose room is not as conducive for hosting the teacher appreciation luncheons as the HS



MP room is, so we'll return to the HS for the end-of-year event. (More work for custodial staff and no clean-up facilities nearby)

- Kevin, the GM with Golden Corral graciously donated ~150 baked potatoes; they were hot and ready by 10am. Super big thanks to Golden Corral!
- March birthday cards will be delivered later today.
- Teacher Appreciation Week theme is "We Appreciate You All Year Long". We will provide daily treats in teacher workrooms and a cumulative raffle drawing for prizes at the luncheon. Menu TBD; we are exploring the options for catering and/or grilling hamburgers and hot dogs for a beachy BBQ theme.
- We will possibly be helping Amy with the Volunteer Appreciation Brunch: date, menu TBD.
- Seasonal decorations are being collected for the May Luncheon. J

**Volunteer Coordinator MS/HS:** Shanita not in attendance, but submitted resport. At this time, a Sign Up genius created for each event that I have received information for. UPCOMING EVENTS NEEDING VOLUNTEERS: SPRING FLING TICKET PRE-SALES , DAY OF TICKET SALES AND EVENT VOLUNTEERS. The Spring Fling this year is for ES (4th & 5th), MS, & the HS (We need all hands on deck from the pto board to help fill the many spots that are still open) The Sign Up link is Live and it has been emailed to all parents that had selected willing to volunteer from their PTO membership forms. There is a full list of all volunteer opportunities currently available at the MS and at the HS with the links on Remind and these .pdf files can be viewed anytime. Via Remind I have generated a scheduled weekly announcement of "Upcoming Volunteer Opportunities" and a scheduled weekly Facebook post in the Randolph AFB Schools group with the same info the parents that have not yet registered for the remind notifications. I have attached the list of all volunteer opportunities for all members of the board needing this information (President, MS/HS VP, Webmaster, and Newsletter)

**Volunteer Coordinator ES:** Carla in attendance and submitted report. Sign up geniuses created for the work room, distributing it to all elementary school parents that said they were interested in volunteering, as well as posted it to Facebook. Talked with any parents around the school to gauge interest in volunteering time or items in the future.

Created the February newsletter and turned it in in a timely fashion.

**Book Fair:** New Book Fair Co-Chair for 2020-2021 School Year: Jessica Dyas! Jessica volunteered repeatedly during the Spring Elem Book Fair and is a true asset. We are excited to welcome her to the board and book fair team. Elementary School (2/20-2/28) ● Setup Book Fair 2 day prior with the help of Scholastic Rep Deanne. ● Day before the book fair, we finished decorating and setting up. Had a teacher / volunteer preview night with raffles. ● Family Night was a success - our total sales for the event was approx \$2000. We also raised approx \$150 for All for Books during the event. Absolutely need to have future book fairs with events. ● eWallet: \$441.74 - VERY Successful! ● Online Shopping: \$18.98 Need to push this more. ● All for Books: raised \$396.17 - split amongst 5 teachers (Kellogg, Kreinhop, Riggsby, Nunez, and Saeger) as well as additional books for the library ● Total Fair Sales: \$11,717.47 ● Scholastic Dollars Spent During Fair: \$463.59 for teacher bonuses, volunteers, and books ● Profit: Cash for



the PTO \$2929.37 • Bonuses: 15% Scholastic Dollars Multiple Fairs Award, \$50 SD for attending workshop, plus \$250 SD Early Booking Award = \$2057.92 SD • Dr Hemenway has requested that we consult with Mrs Poronsky and Mrs Morgan in regards to spending our Scholastic Dollars. They overwhelmingly want us to continue to purchase more books for the classrooms. We are able to purchase one complete set of “bruised books” for every classroom teacher. Middle School (currently happening 3/3-3/6) • Setup 2/28/2020 with Deanne from Scholastic and volunteers from NJHS. • NJHS put up flyers and will take on Clifford • Promised NJHS an ice cream party if they can help raise more than the previous fair of \$3000 • We definitely need more volunteers for this fair! BOGO @ Elementary (04/26 - 05/01) • Planning at least one morning event - Doughnuts at Drop-Off ?? • This fair is considerably smaller and much more low key

**Boxtops:** Staci was not in attendance, but our new chair Swogie was present. Report submitted. Our new box tops volunteer and coordinator for the next school year, Swogie Urso and I finished counting box tops for the spring contest today! There weren't as many paper clips as we've had in the past, probably because box tops is going digital. We expect to make a little over \$200 when we receive the next check. The exact amount is unknown because new store receipts are being scanned every day!

The winning classroom teacher, Mrs. Byrd, will be awarded a \$25 gift card and her class will receive popcorn, popsicles and spirit sticks. I will coordinate with the teacher for her desired delivery date. The second place (Mrs. Shannon) and third place (Ms. Weber) classrooms will also receive spirit sticks.

We ordered more spirit sticks at the beginning of February and received them this week, just in time! Thanks to Kallie for coordinating with Mrs. Cheatum in the office to complete the order. Please keep clipping those box tops and loading your receipts via the box tops app!

**Spirit Wear:** Beth not in attendance. Nothing to report.

**Old Business:** Mardi Gras Bingo huge success. Thanks for all the efforts. Great feedback. ES Book Fair also a huge success. Great decorations!

**New Business:** **MS/HS Book Fair** is currently under way. Please sign up or just show up to help.

**Spring Fling** still needs volunteers.

**ES ApexColor Run** is coming up (see ES VP notes).

**Cavaliers River Parade** 20 April at 5:30pm. tickets were donated for PTO and ES on first come basis.

**ES Field Day t-shirts** Need shirt info by early April from Coach Nunez for ES Field Day T-shirts.

**PTO T-shirts** running low (Rachel offered to work on those previously).

**HS Scholarship** committee has found one non-school affiliated judge and is still looking for two more.

**New board members** for school year 2020/2021, voting will take place at our April meeting. Still a couple of positions available.



**STAAR snacks** -VP's need to coordinate with their campuses.

**SchoolToolBox** (need supply lists from ES and MS) hoping to get it by April.

**Fundraiser Idea:** Pop sockets for the MS/HS with the R for Randolph on them. Get for around \$5, sell for \$10. Remaining sockets used for prizes if they don't sell.

Thunderbird socks for the ES.

**Meeting Adjourned: 1014**

**Next PTO Board Meeting: April 6, 8:30**

**March 2020:**

**2- PTO Meeting**

**5- Spirit Night**

**2-6 MS Bookfair**

**6- MS/HS Spring Fling**

**9-13 No School**

**17-27 ES Apex Color Run**

**26- Apex Event**

**April 2020:**

**2- Spirit Night**

**3- MS Extended luncheon**

**7-8 - STAAR**

**6- PTO Meeting**

**10/13- No School**

**24-30- ES Bookfair BOGO**

**May 2020:**

**4- PTO meeting**

**4-8- Teacher Appreciation Week**

**8- MS Extended luncheon**

**8- MS/HS Teacher Luncheon**

**11-13- STAAR**

**22- 5th grade graduation**

**22- 8th grade graduation breakfast/cake**

**22- Early Release**

