

**Randolph Field ISD PTO
Board Meeting Agenda
Monday, November 2, 2020, PTO room**

Call Meeting to Order: 0830

Approval of October Minutes Rachel made a motion to approve October minutes. Jaime second the motion. None opposed. Minutes approved.

In attendance: Liz Howard, Deanne Acker, Swogie Urso, Michelle Sutton, Ashley Randall, Jaime Lowe, Na'I Valai, Rachel Anderson, Lindy Stefan, Candi Manabat, Shelley Smith, Brittny Quinones, Candice Waldroup, Stephanie Hudson, Kallie Beinhower, Cynthia Weiner, Astrid Wisser

PTO Board Committee Chair Reports:

Treasurer: Kallie present. Report submitted. See attached.

Vice President ES: Ashely and Jaime present. Report submitted.

Old Business:

Zoom Q&A: Held on October 15th with Dr. Hemengway was successful with a great turnout!

Pack the Piggies: Coin drive ended last week. Total came out to \$800.52 with 2nd grade coming in with a strong win!

Workroom: Workroom has been successful thus far. Every shift was covered in October! The November sign up genius is up and running. Jaime will be running another training within the next week.

Basket Bonanza: Drive thru Basket Bonanza will be Thursday, November 19th from 7:30-9:00am and 2:00-5:00pm. With current and incoming donations we are hoping to assemble 10-12 baskets to raffle off. Tickets will be \$2/1 or \$5/3. Working on possible preorders. Will need volunteers to help. This will also be used for a membership drive.

1. **Contribution fliers:** Fliers were sent out on Friday asking for contributions for the Basket Bonanza themed by grade level.
2. **PTO volunteers:** Now allowed on campus!
3. **Read-a-Thon:** Dr. Hemengway reached out to us about a possible read-a-thon. Currently waiting on a follow-up from her with more details so stay tuned! This would have to occur next year because APEX is already scheduled for the spring.

New Business:

4. **Bookfair:** Bookfair happening this week with drive thru today from 3:30-6:30pm.
Vice President MS/HS: Oneida and Swogie present. Report submitted.
 Met with Apex about Color battle (Color battle will be Nov 16-Dec 4)
 Funds raised will be used to expand/update a Instructional Flex Area for MS
 Final event Dec 4, 2:45 pm
 Created sign-up genius for water donations and for WIN volunteers
 Updated PTO sign in MS office
 Helped Sunshine Committee with Oct Sunshine

Spirit Night: Candice present. Report submitted. Welcome to Amy Cappiello who joined the Spirit Night team as Co-Chair.

Spirit Night at Sonic on October 1, 2020 was a success. Sonic will be processing the check and will be picked up within the week. The total profit was \$223.15.

Mod Pizza is set for Thursday, November 5, 2020. **MOD Pizza** in the Forum in Live Oak. It was booked through Groupraise website. Confirmed with manager on 10/23/20 at 210-566-4560. We are able to collect on orders from 10:30am to 10:00 pm. We will Receive 20% of all sales BUT must bring in a flier OR a picture of the flyer OR mention Randolph at checkout. Available In-store or online, dine-in or carryout. Code for online orders is **GR160089R**.

All secretaries were emailed about the SN. A flyer was designed and will be printed off and distributed to the elementary, middle and high schools. Big yard signs will be placed on Wednesday November 4th.

Flyers will be posted to:

1. Randolph AFB schools 2020-2021 facebook,
2. Randolph athletic boosters facebook
3. Randolph PTO facebook
4. Home sweet home randolph facebook
5. JBSA Randolph Community Spouses facebook

December 3rd Spirit Night is at Rapid Fire Pizza on Pat Booker and FM78.

New Marcos Pizza on 1604 in Converse was contacted--waiting to hear back from them about being the spirit night for January.

The remaining dates for Spirit Nights are:

November 5

December 3

January 7

February 4

March 4

April 1

May 6

Webmaster: Allison not present. No report submitted. Please email any flyers that need to be put on website.

Yearbook ES: Michelle and Lindy present. Report submitted.

The Yearbook cover (Front & Back) met the deadline of 20 Oct 20 :)

PTO team voted on best 5th grader drawing for RES Yearbook Front & Back Cover 2020-2021 (Other drawings will be included in yearbook as well :))

Huge thanks to our PTO Team!!

Attended both coin challenge and character day at RES for some great yearbook pictures :)

Plan on capturing some more pictures at our drive-thru book fair on Monday 2 Nov at Heritage Park and the raffle fundraiser the week of November 9th-13th.

**Already started building and creating our Fabulous RES yearbook on Balfour

Membership: Deanne and Candi present. Report submitted. Welcome new Co-chair Candi Manabat

(47) general member and (41) teachers – (88) total members at this time... up from 16!!!!

After the last meeting, Kallie receiving \$320.00 for membership. Thank you Kallie for your communication regarding Paypal payments. Today Kallie was given \$100 in cash and \$185 in checks for a total of \$285.00 for membership funds since the last meeting.

A thank you for joining letter is going out to all members this week.

Membership forms have been slightly altered to reflect the removal of “paying for goods and services”, thank you to Rachel for pointing out this error. Alison has been informed to update the forms on the website.

Basket Bonanza will also be used for a membership drive. If you join PTO, you will receive one free ticket.

Event Coordinator: Na’i present. Amy not present. Report submitted.

Assisted RES VP team with preparation of Pack the Piggies fundraiser.

Assisted RES VP team in planning, preparation and support of Fall Raffle “Basket Bonanza” by soliciting donations online/in-person engagement: picking up tickets, display signs, preparation of baskets, selling tickets, etc..

Continued support and standing by to volunteer and assist for any upcoming fundraisers.

Sunshine ES: Rachel present. Amber not present. Report submitted. Team met up to make a game plan for the rest of the semester. While pricing out some things we ran across some really cheap popcorn at Costco and did a really cute popcorn treat for all of the elementary teachers and staff to include custodial, cafeteria, Etc.

We also did a Halloween/book character day treat of cute little Hershey bats for all teachers and staff.

Hoping to put up an Amazon wish list and request EOS chapsticks to make a turkey Thanksgiving treat.

Our hope is to keep costs low and be able to do at least one catered luncheon that would be Grab & Go. Time will tell whether that is possible!

Because so many birthday cards were missed, not going to start doing them in the middle of the year. Will discuss physical cards vs virtual cards next year.

Sunshine HS/MS: Shelley and Stephanie both present. Report submitted. Stephanie Hudson 208 598 9008 Shelley Smith 915 861 1365

Old Business

* Teacher Appreciation Week is May 3-7.

Tentative plans being made to serve: 154 RFISD employees: HS-51, MS-33, All others-70, (District office, cafeteria, custodian, technology, maintenance, and transportation)

New Business

November birthday cards delivered.

We worked together with MS/HS VPs, Swogie and Oneida, and decorated and delivered Halloween-themed treats (jack-o-lantern decorated clementines and pretzel baggies) to the Middle School and High School teacher's lounges.

November and December teacher/staff treats are in the works! We're hoping to incorporate parent donations in some way.

Volunteer Coordinator MS/HS: Shanita not present. Report submitted. Sign Up genius created for each event that the School has authorized volunteers for. The Sign Up links are all Live and it has been posted online via FB. 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. Generated (via Remind) 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.

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: (Vacant)

Book Fair: Brittney present. Marie-Celine not present. Report submitted.

Scholastic Book Fair Board Report Nov/2020

Elementary Fall Book Fair – Virtual (10/28 – 11/10)

Our Online Book Fair has started and lasts through Nov 10. Unfortunately, we cannot tell if purchases have been made due to how Scholastic tracks and reports the sales on their end. We should know how much we sold by the end of November (2-3 weeks after closing).

Brittney created a shareable spreadsheet for the teachers to submit wish list. She also created a SignUp Genius for parents to see what the teachers are interested in and can sign up to let others know if they are purchasing a book.

Elementary Fall Book Fair – Drive-Thru (11/02 3:30p – 6:30p)

The Drive-Through Fair is TODAY, Nov 02, at the parking lot of Heritage Park from 3:00p – 6:30p. The Scholastic truck will be arriving about 2:30/4:55 to set up. Scholastic will take care of all materials needed.

We are hosting a raffle for those who come check it out, and will award additional raffle entries if they make a purchase. The raffle prizes are baskets of books.

Boxtops: Cynthia present. No report submitted. There was \$9 in boxtops collected. Going to look into Amazon Smile.

Spirit Wear: Jenny not present. Nothing to report.

New Business:

New Boxtops Chair (Cynthia), New Membership Chair (Candi) Spirit Night (Mods Pizza), Workrooms, ES Feed the piggies Fundraiser, Virtual/Drive Through Book Fair, MS Apex Fun Run, Basket Bonanza, Appreciation Luncheons/Snacks for teachers, Favorite Forms, Membership Drive, Christmas teacher coffee bar, Cancelling Start Logic Account (expires in May/July), Senior Scholarship

Meeting Adjourned: 0957

Next PTO Board Meeting: December 7, 8:30 (PTO room)

November 2020:

2- PTO Meeting

2- ES Drive through ES Book Fair

2-10 Virtual ES Book Fair

5- Spirit Night (MOD's Pizza)

6- MS Fall pictures

11- No School

19- Basket Bonanza

16-Dec4 MS Start of Apex Fun Run

16- Apex MS Student huddle

19- ES picture retake

23-27- No School

December 2020:

1-4 MS Apex Color Battle

3- Spirit Night

7- PTO Meeting

17- Early Release

18- Jan 5- No School

January 2021:

11- PTO Meeting

7- Spirit Night

18- No School

February 2021:

1- PTO Meeting

4- Spirit Night

15- No School

March 2021:

1- PTO Meeting

4- Spirit Night

8-15 No School

April 2021:

1- Spirit Night

2- No School

5 PTO Meeting

23 No School

May 2021:

3- PTO meeting

6- Spirit Night

3-7- Teacher Appreciation Week

21- ES Early Release

27- 5th grade graduation

27- 8th grade breakfast/cake

27- Early Release All Campuses