

Valley Ranch Elementary School
PTO Board Meeting
Tuesday, May 11th, 2010

Present

Laura Blevins
Bliss Blodget-Stephan
Carrie Clark
Angie Hux
Mallory Jackson
Stephen Jackson
Jo Ann Joyner-Loyd
Debbie Macrae
Aanchal Prakash
Jenny Quonoey
Nemie Roberts
Sandra Skrepnek
April Tate
Jenny Van Luvan
Melanie Watts
Tangerla Williams

By Proxy:

India Stanberry

Apologies

Cynthia Arterbery
Janine Ballard
Aparna Bodas
Amy Chorost
Donna Fultz
Rita Gomez
Casey Housouer
Tricia Houston
Smita Jadhav
Kim Kaul-Dailey
Michelle Klare
Peter Macrae
Jeff Matthews
Mark Mordecai
Anita Patel
Disha Parab
Tejaswini Ruikar
Lynn Snyder
Ellen Wells

GENERAL BUSINESS

1. Call to order
 - Carrie Clark called the meeting to order at 7:18 pm.
2. Minutes
 - The April minutes were presented, and no corrections were reported. There were insufficient voting members and proxies to vote on approval of the minutes. An email vote will be sent out.
3. Treasurer's Report
 - Laura Blevins distributed the April financial report, explaining the various items. A copy of the report appears at the end of these minutes.
 - The proposed budget for 2010-2011 was also presented, and appears at the end of these minutes.
 - Although the number of voting members present was insufficient to vote on the financial report and budget, the various items were discussed. The email vote will include the financial report as presented, and the proposed budget after changes made in the discussion during the meeting.
 - Calendar income and expense was added.
 - Volunteer hours income was added.
 - An expense category was added for 'Gifts to School – Transportation Expense'. Carrie Clark explained that the school has traditionally provided each grade level \$250 to go toward bus transportation. Internally to CISD the way this field trip

money gets handled is difficult for the district and they have let the school know that they would like to change the way it is handled. VRE is also the only school that has handled it that way in the past. So, we were approached to see if the PTO could take over this allocation, as is common with other PTOs in our district. Due to the high costs of bussing, the amount was increased to \$400 per grade level. This will allow each grade level to have one field trip's buses covered. So, the \$400 per grade level for the six grade levels is proposed at \$2,400.00.

- A discussion followed regarding the Symphony trip that the PTO traditionally sponsors for Fourth Grade, using Programs funds. It was proposed to continue to fund the Fourth Grade Symphony Trip up to \$600.00, and separate the item out of the Programs budget. This would reduce the Programs Budget to \$5,400.00.

4. Principal's Report

- Angie Hux reported that more than 100 kindergarten students have already registered for next year. An extra class has been added to each of Kindergarten and 5th Grade.
- There was a scheduling meeting today, which included a representative from each grade level and specials. The topic was concern about programs, Spirit Assemblies, Clubs taking away instructional time. A proposal was made for a modified schedule for the Thursday and Friday of the second week in a month. Events such as author visits, programs and PTO events will be scheduled accordingly. This would not affect High Touch High Tech scheduling, as they currently break for Specials. Other plans include limiting Spirit Assemblies to 45 minutes, which may involve acknowledging Citizens of the Month differently.
- Angie raised the subject of Volunteers for Specials Teachers, much as the Library has its own volunteers and Library Coordinators. She will clarify the Special Teachers' needs. A form can be added to the PTO's welcome packet if necessary.
- Thanks was given for Earth Day.

5. President's Report

- Carrie Clark pointed out the upcoming dates with events:
 - May 11 - VRE Dad's Club Teacher Luncheon
 - May 11 - Kindergarten Program
 - May 11 - VRE PTO Board Meeting
 - May 14 - Field Day
 - May 17-21 - Teacher Appreciation Week
 - May 18 - Fat Daddy's Night
 - May 19 - Teacher breakfast
 - May 19 - CISD at the Ballpark
 - May 20 - 4th Grade Austin Trip
 - (May 21 - Field Day Rain Date)
 - May 21 - Teacher Luncheon
 - May 21 - Box Tops Deadline
 - May 22 - PTO Board End of Year Celebration
 - May 24 - Volunteer Luncheon
 - May 24 - Drama Club performances 9am and 7pm
 - May 26 - Sonic Night

- May 27 - VRE Career Day
 - May 28 - Spirit Assembly - 5th grade performing
 - May 28 - Kindergarten Luau
 - May 31 - Memorial Day, no school
 - June 2 - Last Day for Pre-K
 - June 3 - Last Day of classes, early release 12:30pm
 - August 23 - First Day of 2010-2011 School Year
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- The Volunteer of the Month is Field Day Coordinator, Stephen Jackson.
 - As the possibility of storms on Friday has been forecast, Carrie advised that the decision to switch to the Rain Date of May 21st will be made by 6am on Friday. Switching to this date would mean no dunk tank, and a smaller water slide.
 - The Audit Committee will be India Stanberry, Aanchal Prakash and Jenny Van Luvan. They will complete their audit after the end of the fiscal year on June 30th.
 - The PTO's Health and Welfare committee has acknowledged some teachers who have experienced the recent passing of family members.
 - There is currently a pre-sale of spirit wear, with delivery in the fall. The plain pink shirts run very small, so parents are encouraged to check the samples in the office before ordering.
 - Next week is Teacher Appreciation Week. Don't forget to do something special for teachers, and remember your adopted teachers.
 - School returns on August 23rd. There may be a teacher luncheon on August 20th. The School Supplies Sale is likely to be Wednesday 18th and Thursday 19th, with Meet the Teacher on the Thursday, and a Boo-Hoo/Yahoo breakfast for kindergarten parents on the first day of school.
 - Sangeeta Bachani would like to join Sandra Skrepnek as Multicultural Coordinator for the 2010-2011 year. This will have to be approved by email vote.
 - There is not a coordinator on the board for the Homecoming Float. At this stage, any coordination will be done by volunteers.
 - On the year before last, the PTO (and other CISD organizations) participated in a school supplies and backpack drive for local needy children, which is collected at convocation in the fall. The PTO has been asked to participate again. There will be requests for donations of the supplies that go in the backpack (or money to purchase them with), but when we did this before we found it was difficult to get the backpacks donated. The clear backpacks (as required by some school districts) run \$10.00 each at EPI. It was proposed that the PTO purchase ten clear backpacks. This will be included in the email vote to come.

OLD BUSINESS

(None)

NEW BUSINESS

(None)

COMMITTEE REPORTS

1. Field Day

- Stephen Jackson announced that there are now enough volunteers for the events, including sixteen students from the Ready, Set Teach program. There are some new events, and some other events have been removed. A new rope was purchased for tug-o-war.

2. Calendar

- Aanchal Prakash advised that she has all the artwork, and most parent approval.
- The CISD shop will be used again.
- Aanchal confirmed that the artist's 2010-2011 class will be printed on the calendar, rather than their class at the time of submission.

Meeting adjourned 8:21pm. Next PTO Board Meeting is scheduled for August, before school returns.

Minutes submitted by Jenny Quonoey, PTO Secretary

Valley Ranch Elementary PTO				
Statement of Activities - Budget vs. Actual				
Apr-10				
	One Month	Ten Months		
	Ended	Ended	2009 - 2010	\$ Over/(Under)
	04-30-10	07/01/09 - 04/30/10	Budget	Budget
INCOME				
Apparel & Spirit Items Income	0.00	7,327.40	2,500.00	4,827.40
Baseball Night Income	0.00	0.00	900.00	-900.00
Calendar Income	0.00	285.00	0.00	285.00
Fundraising - Bluebonnet Book Bake Sale	0.00	283.41	400.00	-116.59
Fundraising - Marquee Ad Sales	0.00	400.00	800.00	-400.00
Fundraising Inc - General (Sonic/Box Tops/Other)	678.56	2,396.24	2,500.00	-103.76
Fundraising Income - Popcorn/Drink Sales	307.50	914.36	925.00	-10.64
Fundraising Income - Volunteer Hours	0.00	840.00	0.00	840.00
Fundraising Income - Write-a-Check	0.00	9,788.00	10,000.00	-212.00
Holiday Shop Income	0.00	4,503.75	4,200.00	303.75
Interest Income	5.54	65.53	100.00	-34.47
Membership Dues/Directory Income	0.00	4,500.00	3,750.00	750.00
Multicultural Night Income	0.00	4,090.00	2,500.00	1,590.00
Sales Tax Payable	0.00	0.00	350.00	-350.00
School Supply Income	0.00	8,204.32	17,000.00	-8,795.68
School Supply Income - Pre-K Fee	0.00	1,010.00	880.00	130.00
Valentine's Day Carnival Income	0.00	5,226.75	4,200.00	1,026.75
Yearbook Income	56.00	6,078.00	6,250.00	-172.00
Total Income	1,047.60	55,912.76	57,255.00	-1,342.24
EXPENSES				
Apparel & Spirit Items Expense	0.00	5,626.88	1,600.00	4,026.88
Baseball Night Expense	0.00	0.00	903.00	-903.00
Bluebonnet Books	0.00	0.00	500.00	-500.00
Calendar Expense	0.00	129.54	0.00	129.54
Communications Expense - Marquee Ads	0.00	17.61	40.00	-22.39
Communications Expense - PTO Connect	0.00	435.00	435.00	0.00
Field Day Expense	0.00	0.00	1,500.00	-1,500.00
Fundraising Exp - General (Sonic/Box Tops/Other)	0.00	27.25	100.00	-72.75
Fundraising Expense - Popcorn/Drink Sales	219.00	672.86	500.00	172.86
Fundraising Expense - Write-a-Check	0.00	56.28	200.00	-143.72
Gardener - Earth Day	0.00	0.00	100.00	-100.00
General Administrative Expense	6.96	184.12	240.00	-55.88
Gifts to School Expense	417.65	22,341.05	14,202.00	8,139.05
Health and Welfare Expense	190.00	198.28	250.00	-51.72
Holiday Shop Expense	0.00	3,340.60	3,600.00	-259.40
Hospitality Expense	0.00	246.94	500.00	-253.06
Insurance Expense	560.00	560.00	700.00	-140.00
Membership Dues/Directory Expense	0.00	436.00	425.00	11.00
Miscellaneous Expense	0.00	0.00	150.00	-150.00
Multicultural Night Expense	0.00	482.47	600.00	-117.53
Newsletter Expense	0.00	0.00	25.00	-25.00
Photocopy Expense	0.00	0.00	550.00	-550.00
Programs Expense	1,904.00	4,908.00	6,000.00	-1,092.00
Room Parent Expense	0.00	4.99	15.00	-10.01
Sales Tax Expense - Apparel, Snow Time Shop, Supplies	0.00	1,100.14	800.00	300.14
School Supply Expense	0.00	6,777.18	15,000.00	-8,222.82
School Supply Expense - Pre-K Supplies	0.00	792.09	820.00	-27.91
Valentine's Day Carnival Expense	10.99	1,488.09	1,500.00	-11.91
Yearbook Expense	0.00	2.50	6,000.00	-5,997.50
Total Expenses	3,308.60	49,827.87	57,255.00	-7,427.13
Net Income	-2,261.00	6,084.89	0.00	6,084.89

Valley Ranch Elementary PTO					
<i>Budget</i>					
2010-2011					
	2010-2011		2009-2010	2008-2009	
	Budget	Actual	Budget	Actual	Budget
INCOME					
Apparel & Spirit Items	2,500.00	7,327.40	2,500.00	2,567.50	2,500.00
Baseball Night	900.00		900.00	760.00	900.00
Calender Income	250.00	285.00			
Donation Expense - Volunteer Hours	800.00	840.00			
Fundraising - Write-a-Check	10,000.00	9,788.00	10,000.00	10,395.21	10,000.00
Fundraising - Misc (Sonic/BoxTops/Applebees/Other)	2,500.00	2,396.24	2,500.00	3,612.21	3,000.00
Fundraising - Bluebonnet Book Bake Sale	250.00	283.41	400.00	0.00	0.00
Fundraising - Book Fair	0.00	0.00	0.00	0.00	0.00
Fundraising - Popcorn/Drink Sales	925.00	914.36	925.00	1,023.00	925.00
Fundraising - Marquee Ad Sales	450.00	400.00	800.00	650.00	800.00
Holiday Shop Income	4,200.00	4,503.75	4,200.00	4,435.47	4,200.00
Interest	100.00	59.99	100.00	146.22	100.00
Membership Dues/Directory	3,750.00	4,500.00	3,750.00	4,428.00	3,750.00
Miscellaneous	0.00		0.00	0.00	0.00
Multicultural Night	3,500.00	4,090.00	2,500.00	3,748.10	2,500.00
Ranger Ticket Income	0.00		0.00	0.00	0.00
School Supplies	17,000.00	8,204.32	17,000.00	8,720.00	14,000.00
School Supplies - Pre-K fee	880.00	1,010.00	880.00	1,225.00	0.00
Valentine's Day Carnival	4,500.00	5,226.75	4,200.00	4,335.60	4,200.00
Yearbook	6,250.00	6,078.00	6,250.00	4,775.00	4,250.00
Total Income	59,105.00	55,907.22	57,255.00	51,523.74	52,475.00
EXPENSES					
Apparel & Spirit Items	1,600.00	5,626.88	1,600.00	1,379.00	1,600.00
Baseball Night	903.00		903.00	813.00	903.00
Bluebonnet Books	500.00		500.00	0.00	0.00
Calendar Exp	130.00	129.54			
Communications Expense (Marquee Ads)	40.00	17.61	40.00	25.44	40.00
Communications Expense (PTO Connect)	435.00	435.00	435.00	365.00	435.00
Field Day	1,500.00		1,500.00	9.99	2,500.00
Fundraising - Write-a-Check	200.00	56.28	200.00	162.57	250.00
Fundraising - Popcorn/Drink Sales	600.00	672.86	500.00	501.90	375.00
Fundraising - Square1 Art	0.00		0.00	0.00	0.00
Fundraising - General (Sonic/Box Tops/Other)	100.00	27.25	100.00	75.45	500.00
Fundraising - Book Fair	0.00		0.00		0.00
Gardener - Earth Day	100.00		100.00	0.00	0.00
General Administrative	240.00	184.12	240.00	144.79	240.00
Gifts to school	13,047.00	22,341.05	14,202.00	19,292.05	13,892.00
Gifts to School - Transportation Expense	2,400.00				
Health and Welfare	250.00	198.28	250.00	15.94	250.00
Holiday Shop Expense	3,600.00	3,340.60	3,600.00	3,566.79	3,600.00
Hospitality	500.00	246.94	500.00	293.94	500.00
Insurance	700.00	560.00	700.00	0.00	700.00
Membership Dues/Directory	450.00	436.00	425.00	367.42	425.00
Miscellaneous	150.00		150.00	0.00	150.00
Multicultural Night	1,000.00	482.47	600.00	422.31	500.00
New sletter	25.00		25.00	0.00	25.00
Photocopy Expense	200.00		550.00	0.00	550.00
Programs	6,000.00	4,908.00	6,000.00	5,261.36	5,500.00
Ranger Ticket Expense	0.00		0.00	0.00	0.00
Room Parent	15.00	4.99	15.00	9.88	15.00
Sales Tax Expense - Apparel, Holiday Shop, Supplies	1,100.00	1,100.14	800.00	789.85	700.00
School Supplies	15,000.00	6,777.18	15,000.00	14,211.84	12,200.00
School Supplies - Pre-K	820.00	792.09	820.00	1,052.37	1,125.00
Valentine's Day Carnival Bouncehouse	0.00	92.00	0.00	336.50	0.00
Valentine's Day Carnival	1,500.00	1,396.09	1,500.00	1,362.45	1,500.00
Yearbook	6,000.00	2.50	6,000.00	2.89	4,000.00
Total Expenses	59,105.00	49,827.87	57,255.00	50,462.73	52,475.00
Net Income	0.00	6,079.35	0.00	1,061.01	0.00