

**Valley Ranch Elementary School**  
**PTO Board Meeting**  
Tuesday, January 11th, 2011

Present

Raegan Arrington  
Sangeeta Bachani  
Laura Blevins  
Bliss Blodget-Stephan  
Carrie Clark  
Tracy Gipson  
Angie Hux  
Stephen Jackson  
Jo Ann Joyner-Loyd  
Linda Krampitz  
Debbie Macrae  
Dawn Massey  
Aanchal Prakash  
India Stanberry  
Greg Williams

Apologies

Cynthia Arterbery  
Jan Cunningham  
Donna Fultz  
Archana Godbole  
Casey Housouer  
Nemie Roberts  
Manju Ruikar  
Sandra Skrepnek

By Proxy:

Peter Macrae  
Anu Mudigonda  
Christine Sanders  
Jenny Quonoey  
Jenny Van Luvan  
Melanie Watts

## **GENERAL BUSINESS**

1. Call to order
  - Carrie Clark called the meeting to order at 7:07 pm.
2. Minutes
  - The December meeting minutes were presented. The motion to approve the minutes was made by India Stanberry and seconded by Laura Blevins. The motion passed unanimously.
3. Treasurer's Report
  - Laura Blevins went over the December 2010 financial report, explaining the various items. A copy of the report appears at the end of these minutes.
  - The December income was \$6020.33 and the monthly expenses were \$5388.35.
  - A question was raised about the \$25 refund for the Marquee Ad Sales. A parent had paid for a birthday announcement and apparently the announcement was not posted. Therefore, a refund was provided.

- A motion to approve the December financial report was made by Bliss Blodgett-Stephan and was seconded by Aanchal Prakash. The motion passed unanimously.

#### 4. Principal's Report

- Angie Hux presented on behalf of Cynthia Arterbery.
- Angie explained that the new carpet that will be installed over the summer was selected. It will be the same color/style that CMSE has.
- The Air Conditioning system will also be replaced this summer.
- She also explained that they have starting planning for packing everything over the summer because of the A/C and carpet replacement.
- CISD is still working on possible plans for redistricting next year to help control the population growth at VRE.
- Approximately 230 students will be attending the Slant 45 Event (Concert) at the America Airlines Center on Wednesday (1/12). Buses will be leaving VRE at 4:30.

#### 5. President's Report

- Carrie Clark distributed a list of upcoming important dates. The complete list is included at the end of these minutes. A few of the highlights are:
  - January 17 – No school for the kids
  - January 21 – Dessert Friday for staff (if anyone is interested in providing a dessert, please let Carrie or India know)
    - A chocolate fountain will be provided so items that can be used for dipping in chocolate are welcome.
  - January 21 – Principal and Asst. Principal for the day & Dr. Turner will visit
- Carrie mentioned that the next "Discussion" will be held on 1/19 from 12:30 – 1:30 in the CHS Lecture Hall. Click [here](#) for details.
  - This month's topic is "My Child's Going to High School...Now What?"
- Carrie mentioned that CISD Education Foundation's Read & Black Attack fundraiser has started. This is their main fundraiser (similar to our Write-A-Check campaign). The Education Foundation has awarded VRE and other CISD schools many grants over the years.
- Carrie mentioned that there will be a Science/Health Expo at CHS on January 29 from 9AM – Noon. Click [here](#) for a flyer about the event.
- Lakeside elementary is holding their annual carnival on January 22 from 3PM – 7PM. Tickets will be \$15 at the door, cash or check only. Each ticket includes 20 punches and can be used for games or food at the carnival.
- Carrie mentioned an upcoming parent involvement meeting featuring guest speaker Brenda Bird will be held on February 3 at 6:30 PM in the cafeteria. The topic will be "Raising Responsible Kids with Love, Logic, and Laughter. Carrie and Aanchal mentioned that they saw her speak for 3 hours previously and that she was very engaging and informative.
- VRE will be hosting the CISD Principal's Meeting in early March.
  - The exact date is not yet set, but it usually is the first or second Tuesday of the month.
  - Mrs. Arterbery has asked the PTO if we could provide donations to be used as door prizes or giveaways. Ideally, it would be nice to get donations from local Valley Ranch businesses.
  - She also asked if the PTO could provide muffins/fruit/juice for the meeting.
  - Per the request to provide refreshments, Carrie made a motion to allocate \$50 to purchase muffins/fruit/juice. Laura seconded the motion. The motion passed unanimously.

- Carrie also announced that Johnnie Ferguson is retiring from VRE. Mrs. Ferguson has been working at VRE since it first opened.
  - Carrie passed a card around to have everyone sign.
  - There will be a reception for Mrs. Ferguson on January 26.
  - The PTO will purchase a plant or floral arrangement that will be given to Mrs. Ferguson at the reception.
  - Dawn Massey asked if the PTO's popcorn maker could be used at the reception.
- Carrie mentioned that at the last PTO President's meeting that Dr. Turner explained that CISD (and other school districts) are expecting the upcoming Texas Legislative session to be rough on education spending.
  - For parents that are interested in knowing what they could do in this respect, Dr. Turner suggested contacting your local state representatives to provide your input on the subject of school funding.
- Carrie mentioned that she has distributed a school supply list to the teachers to start planning the needs for next school year.

## **OLD BUSINESS**

## **NEW BUSINESS**

1. Carrie explained that the following PTO committees need to be formed.
  - Nominating Committee – The purpose of this committee is to find volunteers to fill PTO Board positions for next school year.
    - i. The committee usually consists of 3 people.
    - ii. There are a few PTO Board members who will no longer be at VRE next year as their last children move onto middle school.
    - iii. If you are interested in helping out with this committee, please contact Carrie.
  - Audit Committee – The purpose of this committee is to review the PTO financials for the year.
    - i. The committee usually consists of 3 people.
    - ii. Members of this committee cannot have check signing permissions for the PTO accounts.
    - iii. The committee does the audit review over the summer (typically in July) after the end of the fiscal year which ends on June 30.
    - iv. If you are interested in helping out with this committee, please contact Carrie.

## **COMMITTEE REPORTS**

1. Valentine Carnival – Reagan Arrington
  - The carnival will be held on February 4<sup>th</sup>.
  - The theme for the Valentine Carnival is Amore'.

- Raegan mentioned that there is still a need for volunteers.
- Raegan and the committee are still looking for additional donations especially for the raffle items.
- The raffle baskets will have themes associated with them and the committee is going for quality over quantity.
- There is going to be a dance area in the library. The music being played will be approved music and it will only be fast dancing.

## 2. Programs – Jo Ann Joyner-Loyd

- Jo Ann distributed some information on programs which is also attached to the end of these minutes.
- Jo Ann mentioned the following upcoming programs:
  - KidzScience (4<sup>th</sup> Grade on 1/24, 1<sup>st</sup> Grade on 1/25, 2<sup>nd</sup> Grade on 1/27)
  - Dallas Black Dance Theatre (All Grades on 2/10)
  - Lockheed Martin Factory Tour (5<sup>th</sup> Grade - Date TBD)
- There was a discussion about the \$900 that is still available in the Programs budget. It was mentioned that some of this money may be used to help VRE purchase some things that they cannot purchase with federal Title 1 funds. Federal law requires that a school district not use Title 1 funds to offset expenses that would normally be paid by other sources if Title 1 funds were not available. Basically, if another school in the district purchases something with non-Title 1 funds, then other schools cannot use Title 1 funds to purchase the same item. Mrs. Arterbery raised the idea with Carrie about the possibility of using the extra Programs budget to help purchase items that Title 1 funds cannot be used for

## **Volunteer of the Month**

- Carrie announced that Laura Blevins and Stephen Jackson are the volunteers of the month.

Meeting adjourned 7:59pm. Next PTO Board Meeting is scheduled for February 8th, 7PM.  
Minutes submitted by Stephen Jackson, PTO Secretary

Valley Ranch Elementary PTO				
Statement of Activities - Budget vs. Actual				
Dec-10				
	One Month	Six Months	2010 - 2011	\$ Over/(Under)
	Ended	Ended	2010 - 2011	\$ Over/(Under)
	12/31/2010	07/01/10 - 12/31/10	Budget	Budget
<b>INCOME</b>				
Apparel & Spirit Items Income	717.00	4,478.00	2,500.00	1,978.00
Baseball Night Income	0.00	0.00	900.00	-900.00
Field Day Income	0.00	0.00	0.00	0.00
Calendar Income	0.00	735.00	750.00	-15.00
Fundraising - Bluebonnet Book Bake Sale	0.00	80.00	250.00	-170.00
Fundraising - Marquee Ad Sales	-25.00	425.00	450.00	-25.00
Fundraising Inc - General (Sonic/Box Tops/Other)	205.80	535.93	2,500.00	-1,964.07
Fundraising Income - Popcorn/Drink Sales	0.00	413.00	925.00	-512.00
Fundraising Income - Volunteer Hours	0.00	0.00	800.00	-800.00
Fundraising Income - Write-a-Check	20.00	10,886.50	10,000.00	886.50
Holiday Shop Income	4,727.41	4,727.41	4,200.00	527.41
Interest Income	5.12	26.41	100.00	-73.59
Membership Dues/Directory Income	105.00	4,829.00	3,750.00	1,079.00
Miscellaneous Income	0.00	0.00	0.00	0.00
Multicultural Night Income	18.00	5,151.59	3,500.00	1,651.59
Donations income for Needy Families	170.00	170.00	0.00	170.00
Sales Tax Payable	0.00	0.00	350.00	-350.00
School Supply Income	77.00	10,598.00	17,000.00	-6,402.00
School Supply Income - Pre-K Fee	0.00	1,560.00	880.00	680.00
Valentine's Day Carnival Income	0.00	0.00	4,500.00	-4,500.00
Yearbook Income	0.00	0.00	6,250.00	-6,250.00
<b>Total Income</b>	<b>6,020.33</b>	<b>44,615.84</b>	<b>59,605.00</b>	<b>-14,989.16</b>
<b>EXPENSES</b>				
Apparel & Spirit Items Expense	849.00	3,061.06	1,600.00	1,461.06
Bank Charges	0.00	0.00	0.00	0.00
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	250.00	200.00	50.00
Communications Expense - Marquee Ads	0.00	22.64	40.00	-17.36
Communications Expense - PTO Connect	0.00	435.00	435.00	0.00
Field Day Expense	0.00	0.00	1,750.00	-1,750.00
Fundraising Exp - General (Sonic/Box Tops/Other)	0.00	10.20	100.00	-89.80
Fundraising Expense - Popcorn/Drink Sales	0.00	222.89	600.00	-377.11
Fundraising Expense - Write-a-Check	0.00	64.82	200.00	-135.18
Gardener - Earth Day	0.00	0.00	100.00	-100.00
General Administrative Expense	0.00	-13.81	240.00	-253.81
Gifts to School Expense	0.00	7,092.82	13,227.00	-6,134.18
Gifts to School Expense - Transportation Expense	400.00	400.00	2,400.00	-2,000.00
Health and Welfare Expense	0.00	0.00	250.00	-250.00
Holiday Shop Expense	3,703.35	3,703.35	3,600.00	103.35
Hospitality Expense	0.00	196.39	500.00	-303.61
Insurance Expense	0.00	0.00	700.00	-700.00
Membership Dues/Directory Expense	0.00	464.70	450.00	14.70
Miscellaneous Expense	0.00	0.00	150.00	-150.00
Multicultural Night Expense	0.00	518.73	1,000.00	-481.27
Newsletter Expense	0.00	0.00	25.00	-25.00
Photocopy Expense	0.00	0.00	200.00	-200.00
Programs Expense	436.00	1,536.00	5,400.00	-3,864.00
Programs Expense - 4th Grade Symphony	0.00	600.00	600.00	0.00
Room Parent Expense	0.00	0.00	15.00	-15.00
Sales Tax Expense - Apparel, Snow Time Shop, Supplies	0.00	0.00	1,100.00	-1,100.00
School Supply Expense	0.00	8,618.83	15,000.00	-6,381.17
School Supply Expense - Pre-K Supplies	0.00	1,520.01	820.00	700.01
Valentine's Day Carnival Expense	0.00	0.00	1,500.00	-1,500.00
Yearbook Expense	0.00	0.00	6,000.00	-6,000.00
<b>Total Expenses</b>	<b>5,388.35</b>	<b>28,703.63</b>	<b>59,605.00</b>	<b>-30,901.37</b>
<b>Net Income</b>	<b>631.98</b>	<b>15,912.21</b>	<b>0.00</b>	<b>15,912.21</b>

**Important Dates**

January 11<sup>th</sup> – Cherry on Top Night  
January 11<sup>th</sup> – PTO Meeting  
January 12<sup>th</sup> – Slant 45 Field Trip  
January 14<sup>th</sup> – Spirit Assembly – 3<sup>rd</sup> grade performs  
January 14<sup>th</sup> – Clubs  
January 17<sup>th</sup> – No School for kids/ staff development day  
January 18<sup>th</sup> – Fat Daddy’s Night  
January 21<sup>st</sup> – Star Savers Bank  
January 21<sup>st</sup> – Dessert Friday for staff  
January 21<sup>st</sup> – Principal and Vice Principal for the Day/ Dr. Turner visit  
January 29<sup>th</sup> – UIL competition @ North. 7:30 a.m. – 4:00 p.m. for those involved  
February 1<sup>st</sup> – PTO Board meeting  
February 3<sup>rd</sup> – Cici’s Night  
February 3<sup>rd</sup> – Brenda Bird presentation  
February 4<sup>th</sup> – Valentine Carnival  
February 4<sup>th</sup> – Box Top Deadline  
February 8<sup>th</sup> – Cherry on Top Night  
February 10<sup>th</sup> – Clubs  
February 11<sup>th</sup> – Spirit Assembly – 2<sup>nd</sup> grade performs  
February 11<sup>th</sup> – Valentine’s Parties

2010 – 2011 In-School Programs

Program	Budget	Est. Program Cost	PTO Sponsor	School Sponsor
HTHT	\$5,500.00	\$4,543.00	\$644.00	\$3,899.00
KidzScience		\$1,860.00	\$1,860.00	
Nana Puddin		\$1,100.00	\$1,100.00	
Lockheed Martin Factory Tour			\$450.00	est. cost for 2 buses
Science Assembly		\$0.00		
Dallas Black Dance Theatre		\$500.00	\$500.00	
			\$946.00	Estimated Balance

**High Tech High Touch** Cost is \$7 per student based on attendant  
 Number of Students ( K-5th) 557 Estimated Cost is \$ 3,899 School pay Plus \$ 644.00 for 2nd 5th grade level program  
 for Total \$4,543

Grade Level	Team Lead	Program	Date Schedule	Time Slots				Invoice
kindergarten	Mrs. Kennedy	Jurassic Jr	24-Feb-11	8:00-9:30	9:45- 10:30	11:15-12:00	1:15- 2:45	
First	Rodriguez	Dig It	26-Oct-10	9:30-11:00	12:00- 1:30		School Budget	\$630.00
Second	Sanchez	Weather or Not	2-Nov-10	7:50-9:20	9:35-10:30	11:45-12:20	12:35-1:00 2:00-3:05	
Third	Mrs. Badya	Finally Fun Machine	21-Mar-11	8:00-9:30	9:45- 10:30	11:20-12:00	1:00- 2:30	
Fourth	Mrs. Gilam	Dig it	28-Oct-10	8:00-9:30	10:45-12:15	1:30-3:00	School Budget	\$665.00
Fifth	Mrs. Calmont	Newton in A Nutshell	18-Feb-11					
		Power of Lights	4-Mar-11					

**KidzScience** Cost is \$4 per student based on attendant  
 Number of Students ( K-4th ) 465 Estimated Cost is \$ 1,860 School pay

Grade Level	Team Lead	Program	Date Schedule	Time Slots				Invoice
indergarten	Mrs. Kennedy	Magnet Mania	Dec 6th	8:00-9:30	9:45- 10:30	11:15-12:00	1:15- 2:45	\$436
First	Rodriguez	Worm Wonders	Jan 25th	9:30-11:00	12:00- 1:30			
Second	Sanchez	Crazy Chemistry	Jan 27th	7:50-9:20	9:35-10:30	11:45-12:20	12:35-1:00 2:00-3:05	
Third	Mrs. Badya	Magnet Mania	May 2nd	8:00-9:30	9:45- 10:30	11:20-12:00	1:00- 2:30	
Fourth	Mrs. Gilam	Worm Wonders	Jan 24th	8:00-9:30	10:45-12:15	1:30-3:00		

School Assemblies	Description	Invoice
Nana Puddin 3rd-5th K-2	22-Oct 8-8:45 am 9:-9:45 am Tim and Amanda Cowles puppet show focus on character building with strong emphasis on anti-bullying made exciting for all grade level	\$1,100.00
Feedbacks: Good review from teachers and study enjoyed the performance.		
KidzScience Free Program All Grade Level	TBD In school science assembly free for booking in-school field trips	
Dallas Black Dance Theatre All Grade Level	10-Feb 2-2:45 PM Lecture demonstration performance in celebration of Black history month celebration	\$500
Lockheed Martin Factory Tour 5th Grade	TBD In school workshop (2-3 days) follow-up with factory tour of the JSF, F-16 and F-22 Forward fuselage assembly coordinated with line.	