

Pebble Creek PTO Meeting Minutes  
April 4, 2019

Attendees: Sherry Caverlee, Kelly Chambers, Staci Cocanougher, Jennifer Greeley, Shawn Henderson, Megan Jonasson, Kari Krueger, Charlsie McDaniel, Tammy Mogford, Jill Moore, Morgan Moore, Kate Morawietz, Monica Palma, Cheryl Robison, Hearin Schmitt, and Adrienne Shields

Pebble Creek Elementary Representatives: Blair Grande and Becky Rowlett

Guests: Kelly Book and Sarah Seidel

A. Call to Order

A. Adrienne Shields called the meeting to order at 12:00 PM.

B. Approval of Minutes from March 2019 Meeting

A. Megan Jonasson moved to approve the March 2019 Pebble Creek Elementary PTO Meeting Minutes. Staci Cocanougher seconded the motion. The motion passed.

C. Treasurer's Report – Jill Moore

A. Jill Moore presented the transaction report. There has been a high level of activity from Carnival with a few more items outstanding.

B. Be sure to submit receipts ASAP as the 2018-2019 books will be closing soon.

C. Transaction Overview:

1. Balance as of 2/28/2019: \$45,075.33

2. Inflow: \$34,033.80

3. Outflow: (\$5,037.84)

4. Balance as of 3/31/2019: \$74,071.29

D. Principal's Report – Blaire Grande

A. Approval has been given to repair the broken windows in the gym.

B. The District has approved sound boards for the cafeteria.

C. Pebble Creek Elementary is currently inferior to other schools from a technology perspective. As part of the school betterment funds from PTO, HP tablets are being considered. They are \$313 each and do not require cases. Mrs. Grande had an example for the Board Members to look at. The tablets can be used for age appropriate web browsing and interactive activities with teachers. They do not have apps or games.

D. We are also looking at items to help brighten up the school. PBIS (Positive Behavior Intervention Strategies) banners will be posted delivering positive messages to the students. We are also working with the District to get color added to the walls to create a more vibrant and welcoming school.

E. New Business

A. PCE PTO Positions Open - Positions still available: VIPS (2), Kinder Coordinators (1), Variety Show (2), and Carnival Silent Auction Committee (1). Please let Adrienne know if you are interested in or know anyone interested in the open positions.

B. PTO Scholarship – The committee reviewed 15 scholarship applications and chose a recipient with a 3.55 GPA, an 1180 SAT, leadership and volunteer/work experience who plans to attend Sam Houston State University this fall. Pebble Creek Elementary, under the direction of Mrs. Grande, will also be awarding a scholarship.

C. 2019-20 - Board Slate Voting Procedure

1. The 2019-2020 Pebble Creek Elementary Board slate was presented. As there were no further nominations from the floor, Megan Jonasson moved to accept the slate as presented, Shawn Henderson seconded the motion. The motion passed. (See Attachment A)

D. Adoption of 2019-2020 Budget – Jill Moore, Adrienne Shields and Cheryl Robison

1. The 2019-2020 Pebble Creek Elementary PTO Budget was presented and discussed. Kate Morawietz moved to approve the budget as presented. Megan Jonasson seconded the motion. The motion passed. (See Attachment B)

F. Committee Reports and Updates

A. Yearbook – Andria Kastner, Teresa Mecham, Ali Massey and Julie Jennings

1. The 2018-2019 Yearbook has been submitted and should be ready to ship in early May. The yearbooks will be distributed approximately a week after they are received at the school.

B. Fun Run/Food Drive – Kristen Capener and Lauren Pope

1. The city wide food drive will be held April 29<sup>th</sup> through May 3<sup>rd</sup>. A flyer will go out to parents giving more details regarding the contest. Student Council will be making posters. We will need two volunteers per day to count/lock up money each afternoon during that week. We will also need a volunteer to deliver the food donations to the food bank.

C. School Supplies – Monica Brown

1. CSISD has not come out with an official school supply list yet. Once that occurs, Monica will get bids. She does not anticipate a price change from last year. Once everything is finalized, information will go out in Monday folders. This will most likely be the 1<sup>st</sup> week in May.

D. Wee Deliver – Kate Morawietz and Sarah Riggs

1. Wee Deliver will close out at the end of April. The committee will work with teachers next year to try to increase the participation level.

E. Book Fair – Charlsie McDaniel, Misti Hill Carter and Kelly Chambers

1. The BOGO Book fair is coming up.
2. Volunteers will be needed May 15<sup>th</sup> for set up beginning at approximately 1:00 PM, May 16<sup>th</sup>: Book Fair shopping 7:45-5:30, and May 17<sup>th</sup>: Book Fair shopping 7:45-3:30. A sign up genius will be sent out.
3. The theme for the BOGO book fair will be Arctic Adventure Book Fair: Snow Much to Read! The idea of a field of snow was presented. Another CSISD school had one and raised \$1,500 by selling bracelets to play in the field of snow for \$5 each.
4. A sign up genius has been sent again for volunteers for April 12<sup>th</sup> and May 3<sup>rd</sup> at 8:00 AM.

F. Carnival – Sarah Schuessler and Megan Jonasson

1. Carnival committee is working on coming up with some options for the 2020 Carnival theme to present to the 3<sup>rd</sup> graders for a vote. A Pirate theme was mentioned. The 2020 Carnival will be on March 7, 2020.
- G. Staff Relations – Hearin Schmitt, Rachel Mayne, Jennifer Greeley and Brittany Taunton
1. A sign up genius will be sent out for teacher appreciation.
  2. Thanks to everyone who has donated food and other items throughout the year!
- H. Garden – Candice Hermansen and Tyan Magruder
1. The garden areas at PCE are looking great. Last week, new plants were purchased for the pots and the beds that run parallel to the drive as well as mulch and potting soil. This weekend the Big Event volunteers planted the pots, weeded, trimmed, put out mulch, cleaned out the pond, and planted new shrubs in the beds where the tulips were.
  2. The pond needs a lot of work. The pump needs to be repaired or we will soon lose fish.
- I. Variety Show – Sherry Caverlee and Mandi Welborn
1. The Variety Show is scheduled for Tuesday May 21<sup>st</sup>.
  2. Permission slips for 4th grade students are due April 2 but will be accepted until April 26. For group acts, each student is required to have a signed permission slip.
  3. Students must choose one act (solo or ensemble) with the exception of the Choir Cats singing as a group. Music must be submitted to Ms. Williams on a disc or email. Cover artwork submissions are due April 9th for the Variety Show Program.
  4. Tues April 29-Fri May 3rd - an assigned screening date will be sent home with each student. Costumes, music and props should be ready for the screening. Screenings will take place in the music room during lunch. Acts need to be 2 minutes or less. Parents should help students choose material for the act. All acts must be appropriate for a general elementary school audience. No shaving cream or whipped cream is allowed.
  5. Monday May 20th - Dress rehearsal.
  6. Tuesday May 21st- Two performances, one for the school and one for family and friends at 6:30 PM.
- J. Communications – Cheryl Robison and Kelly Chambers
1. Information will be sent out letting everyone know Scientist Day has been replaced by Pajama Day (Scholar Dollar).
- K. Upcoming Dates:
- Tue. Apr. 9 - 4th STAAR Writing
  - Wed. Apr. 10 - Scrabble Club
  - Thu. Apr. 11 - VIPS Luncheon 11:00AM
  - Fri. Apr. 12 - 1st Gr. Field Trip
  - Fri. Apr. 12 - 4th Gr. Chess Tourney
  - Tue. Apr. 16 - Librarian Day
  - Wed. Apr. 17 - Student Council
  - Fri. Apr. 19 - School Holiday

- Mon. Apr. 22 - School Holiday
- Wed. Apr. 24 - Secretary Day
- Wed. Apr. 24 - Scrabble Club
- Fri. Apr. 26 - 1st Gr. Birthday Celebrations
- Fri. Apr. 26 - \$1 Dress Up: Pajamas & Stuffed Animal
- Wed. May 1 - Principal Day
- Wed. May 1 - Student Council
- Thu. May 2 - PC Lunch Hero Day
- Thu. May 2 - Kinder Literacy Picnic
- Fri. May 3 - 2nd Gr. Zoo Field Trip
- Fri. May 3 - 4th Gr. Living Museum
- Mon. May 6 - Fri. May 10 - Teacher Appreciation Week
- Mon. May 6 - Nurse's Day
- Tue. May 7 - Scrabble Club
- Tue. May 7 - Kindness Club 3:15PM
- Thu. May 9 - Campus Sing-a-Long 2:00PM
- Tue. May 14 - STAAR Reading
- Thu. May 16 - Fri. May 17 - BOGO Book Fair

L. Next Meeting - Thursday, May 2<sup>nd</sup> at 12:00 Noon. Lunch will be provided.

M. Meeting adjourned by Adrienne Shields at 12:31 PM.

Respectfully submitted,

*Kari Krueger*

Kari Krueger  
Secretary

## Attachment A – Approved 2019-2020 Board

### Pebble Creek Elementary

#### PTO Board 2019-2020

<b>Board Position</b>	<b>Name</b>	<b>E-mail</b>	<b>Best Phone</b>	<b>Other Phone</b>
President	Adrienne Shields	adrienne.shields@gmail.com	979-777-1803	
Vice President	Cheryl Robison	c.robison05@gmail.com	979-229-1446	
Secretary	Morgan Moore	moclarke1310@gmail.com	512-924-3571	
Immediate Past President	Tammy Mogford	tammy.mogford@gmail.com	630-699-6489	979-703-1674
Treasurer	Jill Moore	jillsmu@yahoo.com	979-209-4862	
Communications	Cheryl Robison	c.robison05@gmail.com	979-229-1446	
	Kelly Chambers	kchambers02@hotmail.com	817-846-6072	
Sponsorships	Maegan Jackson	maeganjackson01@gmail.com	903-335-0654	
	Katherine Kleemann	katherinekleemann@spherion.com	979-571-8604	
Book Fair	Charlsie McDaniel	charlsie_12@yahoo.com	214-562-6553	
	Kelly Chambers	kchambers02@hotmail.com	817-846-6072	979-450-7984
	Erica Hightower	ericaheightower@me.com		
Carnival Games	Sarah Siedel	sbseidel@gmail.com	979-595-7076	
Carnival Food	Shelby Hall	shelbyhall@gmail.com	832-423-4165	
Carnival Silent Auction	Sarah Schuessler	sarahschuess@gmail.com	773-569-1767	
Carnival Silent Auction				
Carnival Décor/Promo	Kelly Book	kellyjbook@yahoo.com	870-340-8005	
Field Day	Kate Morawietz	katem@tkmsolutions.net	979-324-6194	
Fun Run/Food Drive	Sarah Schuessler	sarahschuess@gmail.com	773-569-1767	
	open			
Garden	Candice Hermansen	hermansencandice@gmail.com	817-247-2049	979-690-0032
	Tyan Magruder	tyan@magruderhomes.com	979-255-7699	
Kinder Coordinators	Megan Jonasson	meganjonasson@gmail.com	281-236-0670	
	open			
PHP Outreach	Andria Kastner	kris_andria@yahoo.com	979-224-2699	
Promotions	Amy Krupa	ackrupa@yahoo.com	979-204-3305	
	Lara Clark	lclark@w3it.us	979-450-8839	
School Supplies	Monica Brown	aggiedentist@hotmail.com	979-575-5207	979-690-3336
Staff Relations	Hearin Schmitt	hearinschmitt@gmail.com	979-574-3799	
	Rachel Mayne	rachelmayne@gmail.com	979-204-4331	
	Staci Cocanougher	swoods2004@yahoo.com	979-574-7895	
T-Shirts	Monica Palma	monicafloreszacapa@hotmail.com	979-204-4098	
	Ashlee Schoenvogel	aaschoenvogel@gmail.com	214-801-1403	
Variety Show	open			
	open			
VIPS	open			

	open			
Wee Deliver	Kate Morawietz	katem@tkmsolutions.net	979-324-6194	
	Sarah Riggs	sarahmess79@hotmail.com	254-913-8613	
Yearbook	Ali Massey	alimmassey@yahoo.com	979-571-2292	
	Catherine Chesser	catwest8@gmail.com	361-781-2810	
	Natalie Johnson	natalie1johnson06@gmail.com	210-364-8432	
	Megan Jonasson	meganjonasson@gmail.com	281-236-0670	

Attachment B – 2019-2020 Budget

**Pebble Creek PTO Proposed 2019-20 Budget**

**Total Budget \$41,215.00 includes \$1,000.00 cash reserve**

<b>Committee Expenses</b>	<b>Proposed</b>	<b>2018-19</b>
Book Fair	(\$200.00)	(\$200.00)
Communications	(\$520.00)	\$0.00
Field Day	(\$200.00)	(\$200.00)
Food Drive	(\$275.00)	(\$275.00)
Garden	(\$300.00)	(\$150.00)
Key Fobs	\$0.00	\$0.00
Kinder Coordinators	(\$100.00)	(\$100.00)
Panthers Helping Panthers*	(\$300.00)	(\$300.00)
President	(\$200.00)	(\$200.00)
Promotions	(\$25.00)	(\$25.00)
School Supplies	(\$25.00)	(\$25.00)
Secretary	(\$25.00)	(\$25.00)
Staff Relations	(\$2,400.00)	(\$2,400.00)
T-shirts	\$0.00	\$0.00
Treasurer	(\$25.00)	(\$25.00)
Variety Show	(\$25.00)	(\$25.00)
VIPS	(\$110.00)	(\$110.00)
Wee Deliver	(\$150.00)	(\$150.00)
Yearbook	(\$100.00)	(\$100.00)
<b>Total Committee Expenses</b>	<b>(\$4,980.00)</b>	<b>(\$4,310.00)</b>
<b>Ongoing Educational Programs</b>		
4th Grade Field Trip	(\$3,100.00)	(\$3,100.00)
Birthday Pencils	(\$150.00)	(\$150.00)
Grade Level Field Trip Admission	(\$3,500.00)	(\$3,500.00)
Grade Level Field Trip Transportation	(\$4,000.00)	(\$4,000.00)
Academic Excellence Party	\$0.00	\$0.00
Literacy Library	(\$1,000.00)	(\$1,000.00)
Olympian Shirts	(\$1,000.00)	(\$1,000.00)
Scholastic News	(\$3,000.00)	(\$3,000.00)
STARR snacks	(\$300.00)	(\$300.00)
Teacher Wish List	(\$7,700.00)	(\$7,700.00)
<b>Total Ongoing Educational Expenses</b>	<b>(\$23,750.00)</b>	<b>(\$23,750.00)</b>
<b>PTO Annual Expenses</b>		
Bank Fees	\$0.00	\$0.00
Bank Interest	\$0.00	\$0.00
Citywide PTO Dues	(\$50.00)	(\$50.00)
Citywide Host	\$0.00	\$0.00
CSISD Education Foundation Team	(\$200.00)	(\$200.00)

Insurance	(\$600.00)	(\$600.00)
New School Donation	(\$100.00)	(\$100.00)
Sales Tax	(\$100.00)	(\$100.00)
Scholarship	(\$500.00)	(\$500.00)
Staff Incentives	(\$250.00)	(\$250.00)
Workroom Supplies	(\$460.00)	(\$360.00)
<b>Total PTO Annual Expenses</b>	<b>(\$2,260.00)</b>	<b>(\$2,160.00)</b>
<b>Total Expenses</b>	<b>(\$30,990.00)</b>	<b>(\$30,220.00)</b>
<b>Funds Requested for School Betterment</b>		
Leadership	(\$1,500.00)	(\$1,250.00)
Special Enrichment	\$0.00	\$0.00
Math/Reading Programs**	(\$2,725.00)	(\$2,725.00)
Teacher Grants	(\$6,000.00)	(\$6,000.00)
School Upgrades	\$0.00	(\$14,183.09)
<b>Total School Betterment Request</b>	<b>(\$10,225.00)</b>	<b>(\$24,158.09)</b>
<b>Total Budget</b>	<b>(\$41,215.00)</b>	<b>(\$54,378.09)</b>