

## **Call to Order**

PTO President Rebecca Young called the meeting to order at 6:01pm.

## **Welcome & Introductions**

1. Rebecca introduced herself and welcomed parents and staff members to the fifth PTO meeting of the 2016-2017 school year.
2. PTO Board Members Erin Ferris (Secretary), Kendra Graf (Communications VP), and Kristin Howell (Treasurer-Elect) introduced themselves. Becca Johnson (Vice President) and Nicole Fowler (Treasurer) were unable to attend.

## **Action/Discussion Items**

### **1. President's Report – Rebecca Young**

- a. See Old/New Business

### **2. Principal's Report – Robyn Jones**

- a. The district paid to extend the sidewalk on the north end of the building so that students and parents won't have to walk through mud and ants during pick-up. Those who use the sidewalk are encouraged to take a picture of themselves on it and send the picture to Mrs. Jones so she can show the district how much we appreciate the upgrade.
- b. The City of CS Parks and Recreation Department paid to resurface the track at the playground/park. Parents are encouraged to send an email of thanks to the city for taking care of this improvement.
- c. The district outfitted 36 RP classrooms with Redcat amplification systems (which project teachers' voices throughout the room in a way that allows children to better hear and understand) using bond money set aside for technology and upkeep.
- d. The next parent literacy training will be held on Friday, February 10<sup>th</sup>. Check the most recent Jonesy News email for the schedule.
- e. The last party day of the year is Valentine's Day, February 14<sup>th</sup>.
- f. There is no school for students on Monday, February 20<sup>th</sup>.
- g. STEM Discovery Night will be held on Thursday, February 23<sup>rd</sup>. Science, technology, engineering, math, and robotics booths will be set up throughout the school, the book fair will be open, and free pizza will be served.
- h. The "Celebrate Texas" enrichment day will be held on Friday, March 10<sup>th</sup>. Anyone with ideas on and/or suggestions for how to help students experience Texas should touch base with Mrs. Jones.
- i. Spring break begins Monday, March 13<sup>th</sup> and runs through Friday, March 17<sup>th</sup>.

### **3. Teacher's Report – Andrea McMurray**

- a. This is a great time of year for teachers: all of their hard work throughout the first half of the year has begun to pay off! The teachers are having a great semester thus far, and appreciate the support of their PTO.

### **4. Treasurer's Report – Kristin Howell**

- a. Kristin provided those in attendance with the Monthly Statements for December and January. These documents are also available on the PTO website.
- b. Of note:
  - i. The Candles and Moore fundraiser made \$6,557, \$1,557 above our \$5,000 budget.
  - ii. Major income in December and January includes candle and yearbook sales.
  - iii. Major expenses in December and January include Boosterthon fee for the 2017-2018 school year. staff Christmas gifts. Dennis Lee. and spring field trips.

- iv. January Kroger income was down because Kroger discovered they had accidentally overpaid us in a previous month. Don't forget – Kroger is the easiest fundraiser we hold and the easiest way to give back to Rock Prairie! Once you link your Kroger card to our school, 10% of what you spend (any person at any Kroger store) comes directly back to our PTO.
  - c. As always, Nicole and Kristin are always available to answer questions or discuss budgetary concerns.
- 5. Secretary's Report – Erin Ferris**
- b. Minutes are taken at every PTO meeting and will be posted on the RP PTO website within one week of the meeting. Questions about the minutes can be emailed to [rockprairieinfo@gmail.com](mailto:rockprairieinfo@gmail.com).
  - c. A motion to approve the minutes from the December meeting was made by Kendra, seconded by Kristin, and approved.
- 6. Communication VP's Report – Kendra Graf**
- a. Committee Chairs should email Kendra ([Kendra.graf@yahoo.com](mailto:Kendra.graf@yahoo.com)) as soon as information about their events (dates, times, volunteer needs, etc.) is available so she can plan how to fit that information into upcoming weekly emails, nine-week newsletters, and the broader social media communications plan. To have an event included in a Sunday weekly email, the information needs to be in Kendra's hands by Friday morning.

## Old/New Business

### 1. Fundraising – Erin Ferris/Rebecca Young

- a. As mentioned above, the **Candles and Moore product fundraiser** went well this year, raising approximately \$6,500. Because this fundraiser does best when held only every other year, we won't hold it again until at least the 2018-2019 school year.
- b. **Spellathon** packets will be assembled after school on February 8<sup>th</sup>, distributed to teachers on the 9<sup>th</sup> or 10<sup>th</sup>, and sent home with students on February 13<sup>th</sup>. Spelling tests will be administered the week of February 21<sup>st</sup> – 24<sup>th</sup>, pledge forms and money will be due to teachers by March 6<sup>th</sup>, and prizes will be awarded on March 10<sup>th</sup>. PTO will reconcile pledges and count money the week of March 6<sup>th</sup>; a volunteer sign-up will be emailed and posted to the PTO Facebook page as soon as the date/time is chosen.
- c. In an attempt to better distribute the fundraising workload, Rebecca would like to set up a new **Fundraising Committee** that would include a representative from each grade level. These parents, along with any others who would like to join them, would collectively coordinate Boosterthon, the fall product fundraiser, and the spring Spellathon fundraiser. This structure would disperse the work among a larger number of volunteers, and also create an opportunity for newer-to-the-committee parents to learn from those who have worked on the fundraisers previously. Because she has coordinated Boosterthon for the last four years, Melissa Melnyk would "mentor" the committee during the 2017 Boosterthon event. Parents should talk to or email Rebecca with questions about or if interested in this opportunity!

### 2. Classroom Cash Teacher Grants – Rebecca Young/Erin Ferris

- a. \$2,500 in spring grant funding was awarded to teachers at their February 7<sup>th</sup> staff meeting. A list of the grant recipients and amounts awarded can be found at the end of the minutes.
- b. The process PTO uses to evaluate grants was discussed briefly. Every member of the committee (the five Board members as well as one non-Board member) independently evaluates and ranks each grant according to five qualities: educational impact, student engagement, reach, usability, and plan of implementation. The committee then meets to compare and discuss rankings and to determine how to distribute the funds available to best support and impact the students at Rock Prairie.

3. **Playground Updates – see Principal’s Report**
4. **Butterfly Garden – Jessica Matthews**
  - a. The rocks painted at the fall work day will be available (by donation) soon and a second work day – for cleaning out weeds and planting flowers – will be held this spring. More information on both events will be emailed and posted to Facebook soon.
5. **Book Fair – Katie Bentley**
  - a. Set up takes place on Thursday, February 16<sup>th</sup>, preview day will be held on Friday, February 17<sup>th</sup>, and book fair officially runs from Monday, February 20<sup>th</sup> through Friday, February 24<sup>th</sup>. Book Fair will be open from 6pm – 7:30pm during STEM Discovery Night.
  - b. More volunteers are needed, especially on Thursday night; check the sign-up link in the weekly emails and on the RP PTO Facebook page.
6. **Valentine’s Day Party Day – Rebecca Young**
  - a. The last party day of the year is Valentine’s Day; check with your room parent about how you can help with the party and/or any birthday celebrations.
7. **STEM Discovery Night – see Principal’s Report**
8. **Social Media Assistance – Rebecca Young**
  - a. PTO is looking for someone to coordinate regular posting to the RP PTO Facebook page. This could be done from home and at the volunteer’s convenience. Contact Rebecca or email [rockprairieinfo@gmail.com](mailto:rockprairieinfo@gmail.com) if interested.
9. **Staff Appreciation – Rebecca Young**
  - a. February’s appreciation event will be a dessert bar on Wednesday, February 8<sup>th</sup>. All staff members will have an opportunity to choose a dessert from a wide array of cupcakes, bars, cookies, etc. March’s appreciation event will be a parent participation soup, salad, sandwich, and sweets luncheon on Wednesday, March 8<sup>th</sup>; watch for a volunteer sign-up in the weekly email and on Facebook.
10. **Citywide PTO Meeting Assistance – Rebecca Young**
  - a. The next Citywide PTO Meeting will be held at Rock Prairie on March 22<sup>nd</sup>. Texas Roadhouse will cater lunch and Becca Johnson will provide dessert, but we will need help setting up, hosting, serving, and cleaning up; watch for a volunteer sign-up in the weekly email and on Facebook.
11. **Cypress Grove Intermediate PTO Assistance – Rebecca Young**
  - a. Cypress Grove Intermediate School’s PTO board members were all rezoned for Pecan Trail. If you have a RP 4<sup>th</sup> grader headed to Cypress Grove for the 2017-2018 school year, please consider getting involved with their PTO.
12. **Yearbooks – Rebecca Young**
  - a. Yearbook orders are due Friday – place your order today! (We order only a few extras, and they always sell out VERY quickly.)

## Other

1. Don’t forget to register your Kroger card for **Kroger Rewards!** (Visit [www.kroger.com](http://www.kroger.com), click on “Community”, and then select “Community Rewards”.)
2. **Upcoming PTO meetings:**
  - a. Tuesday, March 7<sup>th</sup>, 12:00pm in the library
  - b. Tuesday, April 4<sup>th</sup>, 6:00pm in the cafeteria
  - c. Tuesday, May 2<sup>nd</sup>, 12:00pm in the library
3. [www.rockprairiepto.org](http://www.rockprairiepto.org)
4. [rockprairieinfo@gmail.com](mailto:rockprairieinfo@gmail.com)
5. [www.facebook.com/rockprairiepto](https://www.facebook.com/rockprairiepto)
6. The meeting in its entirety can be seen here: <https://www.youtube.com/watch?v=hVyRwl5o7fc>

## **Adjourn**

PTO President Rebecca Young adjourned the meeting at 6:28pm.

Submitted by Erin Ferris on February 9, 2016.

## **Spring 2017 PTO Teacher Grants**

- Foley: Level A – J books for classroom library funded at \$150
- Kissel: Lego sets fully funded at \$244.32
- Decell/Barker/Williams: 4<sup>th</sup> grade TEKS-compatible math games funded at \$500
- Gallagher: supplies for 3<sup>rd</sup> grade GT renewable energy unit funded at \$250
- Witte: chess sets for library fully funded \$45
- Neville/Martinez/Gideon: scoop rocker chairs and soft seats fully funded at \$516.42
- Knight: tablet storage and charging base fully funded at \$176.69
- Romero: 2 Hokki stools fully funded at \$207
- Lynne: pod noodles, hop balls, foam fat bat and softball set, foam and rubber balls for PE funded at \$100
- Marshall/Sanders – sensory materials fully funded \$232.17
- O'Quinn: class set of white boards fully funded \$65.15