



General PTO Meeting Minutes - **DRAFT**

Title 1 Campus

May 24th, 2022

ATTENDED BY

55 attendees present.

CALL TO ORDER

Lamar PTO General Meeting was called to order at 6pm by Kara Richardson, PTO President, on May 24th, 2022, virtually on Microsoft TEAMS.

MINUTES APPROVAL

A motion was made to approve the draft minutes from the previous General PTO meeting held on April 6th, 2022, by Beth Lane and seconded by Sarah Thweatt. There were 35 people present and no oppositions, so the motion passed, and the minutes were approved.

PRINCIPAL'S REPORT

Senior final exams start this week from May 26th-June 1st. Seniors need to come to school to get attendance credit even if they aren't taking an exam. Senior Checkout process begins on June 2nd and Student Council will sponsor a breakfast on that day. PTO is sponsoring a breakfast for Seniors on June 3rd. 11th & 12th graders who take at least one IB Exam must pay a \$90 IB Fee which goes toward the registration cost while District pays \$120 per exam. Graduation is on June 11th. On Senior Checkout days they will pick up their graduation gown and cap and any relevant sashes and cords, give contact information for when they have left school and complete a survey.

Grades 9-11 take exams from June 2nd-June 7th. Even if they are exempt from an exam they are required to attend for credit purposes. During the Summer there will be opportunities to buy school uniforms from the School Store. There will be a strict uniform policy from beginning of the school year in the Fall. 9th Grade Orientation begins Aug 1st and registration is required. Laptop checkout and ID pickup is August 16th for Seniors, August 17th for Juniors, and Freshman on August 18th. Still busy conducting Student Led Conferences with 10th graders therefore will do the signing on celebrations in August when school is back.

PRESIDENT'S REPORT (Kara Richardson)

Teacher appreciation week was enjoyed by the faculty. Some money was left over on the Budget and the Executive Board approved \$25,000 worth of bookcases for the 28000 books being supplied by HISD. Kara conveyed a big thank you to all who have supported the PTO throughout the year.

TREASURER'S REPORT (Heather Hajdik)

On track to spend the money we have received for the school year to support our students and teachers. In May we have spent on Teacher Appreciation and have a few Teacher Wishlist items remaining that required special approval and in June there will be Senior fees and Professional development costs incurred. Raised a total of \$64k this year from the Big and Bright Campaign/membership drive. In middle of May there was \$19,000 that came in from Parking Spot Auction & Raffle which isn't yet reflected in the Income section of the Budget.

NOMINATING COMMITTEE (Heather Barrow)

The proposed slate of officers for 2022/23 is as follows:

President	Heather Barrow
President Elect	Beth Lane
Treasurer	Sook Miller
Treasurer Elect	Alyson Rooney
Secretary	Jenny Beech
Parliamentarian	Anjanette Blewer
VP Membership	Tonya Anderson
VP Corporate Fundraising	Moya Varner
VP Communications	Casey Schultz
VP Teacher Wish List	Stephanie Willis

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Class of 2023	Sarah Thweatt/ Jill Calderone
Class of 2024	Lori Black/Jenny Wood
Class of 2025	Leslie Wubbenhorst/Kristine Martinez
Class of 2026	Still Open
Past President	Kara Richardson

A motion was made by Beth Lane to approve the new Board Members and seconded by Stephanie Willis. 27 people voted in favor, there were no oppositions, so the motion passed.

BYLAWS COMMITTEE

The Bylaw changes were voted on by the Executive PTO Board last week and approved. There are 6 changes:

1. To add a VP Corporate Fundraising role to the Executive Board and define their duties.
2. If needed, an Officer can serve on the Board for more than 2 consecutive years.
3. Updating duties of President Elect to oversee the Class Chairs.
4. Redefining the duties of the Class Chairs to remove the Fundraising part of their role.
5. Adding language to clarify that parents of incoming Lamar students can be elected to serve on the Board before the school year starts. This will enable Class Chairs for the incoming Freshmen to be selected.
6. Changing the threshold check expenditure amount for 2 authorized signatures from \$1,000 to \$4,000.

A motion was made by Heather Barrow and seconded by Moya Varner to approve the changes to the Bylaws. A two-third vote in favor is required and the motion passed since 36 voted in favor out of 51 attendees with no objections.

TEACHER WISH LIST REPORT (Moya Varner)

Thanks to everyone who donated to enrich our student's education. Lots of teacher wish list items covered science, math, technology and athletic programs and there were 2 late items that were recently approved for the writing center.

CLASS OF 2022 (Beth Lane and Alyson Rooney)

Stayed in budget for the Senior events for the year and all were well received. Coming up still is the breakfast on June 3rd where churros will be served. Bought PTO funded gift cards to give out during checkout to help keep the kids at school the last 4 days. Graduation takes place on June 11th at 7pm at NRG Stadium. Students must be there by 5:30pm. Its \$20 for parking. Don't need to buy tickets and can take as many guests as you want.

CLASS OF 2023 (Jill Calderone and Sarah Thweatt)

Happy hour was well attended by parents last week. Four events planned for the year: LHSFest; T-shirt design contest; sweet treat and rising seniors can paint a parking spot on the 4th floor for \$50 in August before school starts.

CLASS OF 2024 (Lori Black and Jenny Wood)

The parking spot & raffle project was a success. Made \$15,000 in total for the 3 auctioned parking spots and the raffle brought in close to \$4,000. There will most likely be a Happy Hour in early September.

CLASS OF 2025 (Leslie Wubbenhorst and Kristine Martinez)

Movie night was great, and kids enjoyed themselves. Parents had a fun time at the Happy hour event at Palace Social.

ADJOURNMENT

The meeting was adjourned by Kara Richardson, President, at 7:01pm.

Respectfully submitted by Ronelle Meikleham, Lamar PTO Recording Secretary.

Approved at the Lamar PTO GENERAL/BOARD meeting on {Date}.

Agenda
Lamar High School PTO General Meeting
Tuesday, May 24th, 2022 – 6:00 p.m.

Call Meeting to Order	Kara Richardson, President
Minutes Approval	Ronelle Meikleham, Secretary, Approve Draft <u>Minutes 04-06-22</u>
Principal's Report	Rita Graves, LHS Principal
President's Report	Kara Richardson, President
Treasurer's Report	Heather Hajdik, Treasurer
Nominating Committee	Heather Barrow, President-Elect <ul style="list-style-type: none">• Election of Officer Slate for 2022 - 2023
Bylaws Committee	Anjanette Blewer, Parliamentarian <ul style="list-style-type: none">• Approve Amendments to Bylaws
Teacher Wish List	Moya Varner, VP of Teacher Wish List
Class of 2022	Beth Lane/Alyson Rooney, Co-chairs
Class of 2023	Jill Calderone/Sarah Thweatt, Co-chairs
Class of 2024	Lori Black/Jenny Wood, Co-chairs
Class of 2025	Kristine Martinez/Leslie Wubbenhorst, Co-chairs
Adjourn	

LAMAR HS PTO BUDGET												
1 JULY 2021 - 30 JUNE 2022	Approved	1	2	3	4	5	6	7	8	9	10	
	BUDGET 2021	JUL 2021	AUG 2021	SEP 2021	OCT 2021	NOV 2021	DEC 2021	JAN 2022	FEB 2022	MAR 2022	APR 2022	ACTUAL 2021 YTD
INCOME												
FUND RAISERS												
Income from LBRC Deposit / Reserve	-											
Big & Bright Campaign	84,145.00		865.00	21,890.00	11,635.00	7,930.00	18,065.00	1,215.00	500.00	1,230.00	750.00	64,080.00
The Alamo	2,500.00	300.00		-	75.00	-	-	-	-	-	-	375.00
Corporate Sponsorship	25,000.00	-	3,000.00	11,000.00	1,000.00	2,000.00	5,000.00	-	-	-	-	22,000.00
College Night (1 time)	2,500.00	-	-	-	-	-	-	-	-	-	-	-
College Workshop Wednesday	3,000.00	-	-	-	-	1,500.00	-	750.00	-	-	-	2,250.00
Parking Spots (4) Auction For Next School Year	16,000.00	-	-	-	-	-	-	-	-	-	-	-
Seniors Paint Your Parking Spot/Towels	4,300.00	-	-	-	-	-	-	-	-	-	-	-
Chocolate Orb Concert (2 times)	3,600.00	-	-	-	-	1,357.00	-	-	-	-	-	1,357.00
Senior Activities	16,000.00	-	-	150.00	-	-	7,900.00	-	2,350.00	567.00	-	10,967.00
Sociables (8 times total, 2 per class)	10,000.00	-	-	-	22.00	480.00	-	-	-	-	-	502.00
On-Site Event Food Sales	4,500.00	-	-	-	-	2,735.50	-	-	5,515.00	(3,521.50)	-	4,729.00
T-Shirts / Class Spirit Shirts / Yard Signs	8,000.00	-	-	4,520.00	1,440.00	435.00	-	20.00	40.00	20.00	40.00	6,515.00
TOTAL FUND RAISERS	179,545.00	300.00	3,865.00	37,560.00	14,172.00	16,437.50	30,965.00	1,985.00	8,405.00	(1,704.50)	790.00	112,775.00
AFFINITY PROGRAMS												
Amazon Smile	600.00	-	-	-	-	167.54	-	-	-	224.66	-	392.20
iGive	75.00	-	-	-	-	-	-	-	-	-	-	-
Kroger	700.00	-	246.20	-	245.14	-	-	230.47	-	-	-	721.81
Randall's/Albertson's/Safeway	350.00	-	294.38	-	-	44.40	-	-	-	59.58	-	398.36
TOTAL AFFINITY PROGRAMS	1,725.00	-	540.58	-	245.14	211.94	-	230.47	-	284.24	-	1,512.37
FEE REDUCTION / INTEREST INCOME												
Texas Citizens Bank	-	5.41	5.78	9.01	10.30	11.70	18.67	19.47	16.22	9.31	8.18	114.05
Stripe / Other	-	7.50	-	297.31	-	-	-	-	-	-	-	304.81
TOTAL FEE REDUCTION / INTEREST	-	12.91	5.78	306.32	10.30	11.70	18.67	19.47	16.22	9.31	8.18	418.86
TOTAL INCOME	181,270.00	312.91	4,411.36	37,866.32	14,427.44	16,661.14	30,983.67	2,234.94	8,421.22	(1,410.95)	798.18	114,706.23

EXPENSES

STUDENT PROGRAMS												
College Night (1 time)	1,500.00	-	-	-	-	-	-	-	-	-	-	-
Homecoming	1,000.00	-	-	-	-	-	-	-	-	-	-	-
Senior Activities	70,000.00	296.17	-	8,710.65		774.56	436.80	478.86	14,468.48	28,908.45	1,862.46	55,936.43
Senior Breakfast	-	-	-	-	-	-	-	-	-	-	-	-
Technology	2,500.00	-	-	-	1,282.50	-	-	-	-	39.99	-	1,322.49
TOTAL STUDENT PROGRAMS	75,000.00	296.17	-	8,710.65	1,282.50	774.56	436.80	478.86	14,468.48	28,948.44	1,862.46	57,258.92
TEACHER PROGRAMS												
Teacher Welcome Lunch	2,000.00	-	-	-	-	-	-	-	-	-	-	-
New Teacher Lunch	1,000.00	-	-	-	-	-	-	-	-	-	-	-
Professional Development	15,000.00	1,021.63	-	-	-	-	-	-	-	-	-	1,021.63
Teacher Appreciation	16,000.00	329.77	-	-	-	1,112.96	-	-	4,448.60	-	-	5,891.33
Teacher Wish List	40,000.00	-	-	-	-	7,021.50	3,305.66	-	1,278.72	4,312.20	2,672.16	18,590.24
TOTAL TEACHER PROGRAMS	74,000.00	1,351.40	-	-	-	8,134.46	3,305.66	-	5,727.32	4,312.20	2,672.16	25,503.20
FUNDRAISING EXPENSES												
Parking Spots (4) Auction	300.00	-	-	107.85	-	-	-	-	-	-	-	107.85
Paint Your Parking Spot	120.00	-	-	-	-	-	-	-	-	-	-	-
Chocolate Orb Sound & Venue	2,500.00	-	-	-	-	-	-	-	-	-	-	-
T-Shirts / Class Spirit Shirts / Yard Signs	3,100.00	-	-	2,026.78	-	-	-	-	-	-	-	2,026.78
Postage & Printing	100.00	-	-	-	-	-	-	-	177.55	-	-	177.55
Banners & Signage	1,000.00	-	-	-	-	-	-	-	385.00	-	-	385.00
TOTAL FUNDRAISING EXPENSES	7,120.00	-	-	2,134.63	-	-	-	-	562.55	-	-	2,697.18
BUILDINGS / GROUNDS												
Beautification Committee	10,000.00	-	-	-	-	-	-	-	-	-	-	-
TOTAL BUILDING/GROUNDS	10,000.00	-	-	-	-	-	-	-	-	-	-	-
ADMINISTRATION												
Principal's Discretionary	6,000.00	2,704.19	-	-	-	150.00	-	-	-	-	-	2,854.19
WuFoo/Stripe/Paypal/Square Fees	3,000.00	7.50	351.39	592.27	376.41	269.93	679.53	45.88	76.24	16.49	18.40	2,434.04
Administrative-General	800.00	10.00	10.00	10.00	10.00	10.00	130.74	10.00	585.61	10.00	10.00	796.35
PTO Officer Insurance	600.00	-	-		644.00	-	-	-	-	-	-	644.00
Accountant	-	-	-	-	-	-	-	-	-	-	-	-
President's Discretionary	3,000.00	175.00	-	2.16	-	615.60	-	-	-	-	-	792.76
Magnet Tour Supplies (Red Folders)	400.00	-	-	-	-	-	-	-	-	-	-	-
Membership Supplies	400.00	-	-	390.74	-	-	-	-	-	-	-	390.74
Social Media Publications	200.00	-	-	-	-	-	-	-	-	-	-	-
Website/ Mailchimp	750.00	30.99	30.99	30.99	40.98	40.98	40.98	40.98	-	45.00	45.00	346.89
TOTAL ADMINISTRATION	15,150.00	2,927.68	392.38	1,026.16	1,071.39	1,086.51	851.25	96.86	661.85	71.49	73.40	8,258.97
TOTAL EXPENSES	181,270.00	4,575.25	392.38	11,871.44	2,353.89	9,995.53	4,593.71	575.72	21,420.20	33,332.13	4,608.02	93,718.27
NET INCOME (LOSS)	-	(4,262.34)	4,018.98	25,994.88	12,073.55	6,665.61	26,389.96	1,659.22	(12,998.98)	(34,743.08)	(3,809.84)	20,987.96