



Van Raub Elementary PTO
8776 Dietz Elkhorn Road
Fair Oaks Ranch, TX 78015

Van Raub Elementary
2022/2023 PTO Board Meeting
February 1, 2024

- 1) Call to Order **10:16am (Meeting Adjourned 12:13pm); Attendance: Megan Kokemor, Meredith Tucker, Karen Tollman, Lorraine Wilson, Margie Saur, Brandi Wright, Summer Gault, Krista Kimball. Guests: Samantha Cooke, Laine Beatty, Jenn Stone, Keily Yemm**

- 2) Student Facing Engagement Ideas
 - a) Leap Year – Proposal: To purchase 200 mini resin frogs and hide throughout campus. Any student that finds would receive a small little trinket (frog croc charm & candy)
 - i) Requirements – Purchase items, bag up the prizes (200), hide the frogs on February 26th
 - ii) Potential cost - \$100 for frogs/prizes (**Megan- find a way to number the frogs**)
 - (1) **Help Needed:**
 - (a) Bagging up 200 prize bags - Karen
 - (b) Hiding frogs – February 26 – Megan/Brandi
 - b) Eclipse glasses -Proposed to purchase eclipse glasses for all students. \$611 for 850 glasses (**5 attending members voted YES. Pending votes of missing board members**)
 - i) **Help Needed:**
 - (1) Distribution by classroom – These will be distributed to classroom teachers. Likely will not need 4/5th grade due to visit by The Science Mill – they are bringing for these students. Any additional will be returned.
 - ii) **Voting Required for additional budget: All Executive Board members voted in favor of purchase in person and via email.**
 - c) Parker’s Ice Cream Flavor contest
 - i) Launched via KVRN – February 2nd
 - (1) Flyers distributed to teachers with instructions on how to create a flavor (be creative; flavors, colors, ingredients, name)
 - ii) Each class designs their own flavor – Due February 23
 - (1) Will have paper form they can put in the PTO mailbox
 - iii) Each grade level votes for top flavor per grade – February 29
 - (1) Will be done during lunch hours, PTO to have buckets for each flavor and will give out voting “cards” that kids can put in the buckets (this is same day as Spirit Stick sales)
 - (a) **Help Needed:**
 - (i) Create voting cards and buckets (buckets in portable, will purchase colored paper to cut for votes)
 - (ii) Onsite for voting – Megan
 - (iii) Counting and identifying winners – Megan
 - iv) Top flavor per grade announced on KVRN – March 1
 - v) Each Top Grade flavor goes to vote to narrow down to 3 – March 6th





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- (1) Will be done during lunch hours, PTO to have buckets for each flavor. Kids will be given voting card.
 - (a) **Help Needed- need someone to take the lead on this:**
 - (i) Create voting slips (cut colored paper into small slips) per grade level and set up buckets -
 - (ii) Onsite for voting
 - (iii) Counting and identifying winners
 - vi) Top 3 flavors passed on to Parkers for development – March 8th
 - vii) Top 3 flavors brought to Van Raub for voting by staff during lunch break – March 20th
 - (1) **Help Needed-need someone to take the lead on this:**
 - (a) Create voting cards and buckets
 - (b) Staffing during lunch hours to dish out samples
 - viii) Top flavor passed on to Parkers to develop in higher quantity to purchase at Fiesta – March 21st
 - ix) Sold at Fiesta – April 5th
- 3) Staff facing – Staff Lounge make-over - \$2,500
 - a) **Board Vote Required: All Executive Board Members voted in favor of this in person and via email**
 - b) Help Needed for team to participate
- 4) Apex Roadrunner Dash – 2024 plan (feedback: make sure to highlight that teachers get 10% back to their classroom. Not all parents knew that) Karen -- Discuss: prizes, streamline communication and minimize it (Megan to meet with Summer and discuss immediate teacher needs. Consider funding next year to possibly go towards teachers directly instead of campus improvement)
- 5) Staff Appreciation Update – Jacqueline/Hilda/Lorraine/Erika
 - a) Monthly
 - i) February – Snack Cart – February 5th (10am-1pm)
 - ii) March – Blume Haus – March 6th
 - iii) April – Recess coverage, with support from All Pro Dads (possibly 8-12th week) (Brandi to create Sign Up Genius for All Pro Dads and other parents)
 - iv) May – Teacher Appreciation Week
 - b) Upcoming Special Role (Choate/Pyle school POCs)
 - i) School Counseling Week – February 5-9 – Lunch for Mrs. Maloney? – Hilda owns
 - ii) School Resource Officer Day – February 15 - Yard Sign ordered, update to Officer Pina. Lunch? Lorraine owns
 - iii) School Bus Driver and Bus Assistant appreciation - February 22 – Yard sign ordered
 - (1) Summer to confirm number of drivers/assistants – Lorraine to follow up
- 6) Financials/tax
 - a) Upcoming expenses:
 - i) Math & Science Night - \$300 – Check cut





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- ii) Field Trips - \$6500 – Need confirmed amount from school
 - iii) Principals Budget – to be used at end of year
 - iv) After school club expense
- 7) Campus Improvements
- a) Potential Big projects – We have approx. \$40-50K I'd feel comfortable spending on another big project
 - i) Turf in courtyard? – Attempting to reschedule with company for turf
 - (1) Concerns about safety of turf
 - ii) Other options:
 - (1) Put in Cup or fence privacy options
 - (2) Others:
 - (a) Front Hall painting
 - (b) Book Vending
 - (c) Additional Benches
 - (d) playground balls/equipment? (get with Coach Miles - Megan)
 - (e) A place for water bottles/coats, etc???- Megan
 - (f) Supplies restock
 - (i) Megan reached out to Melanie to determine needs – have a request for items, requires voting by team. Email to be sent with notes.
- 8) Spirit Nights Update – Natalie S
- i) Fralo's - December – was check received?-- YES
 - ii) February – Willie's – February 15
 - iii) March -- 29th Arrows Playplace 4-6pm with a give back to the school
- 9) Spirit Sticks & Croc Charms – Natalie
- a) September - \$491 in profit
 - b) October - \$419 profit
 - c) November - \$280 profit
 - d) January (1/25)– profit?
 - e) February (2/29) – Megan/Katrina
 - f) March (3/28) – Karen/Tia F
 - g) April – Hilda – need another volunteer (Megan send sign up Genius)
- 10) Merchandise – Amanda N
- a) 2 – 4 shirt options to be produced before Fiesta – Need to see options asap in order to make Fiesta timelines
- 11) Communication Needs – Natalie Cruz – please be proactive about these and reach out to contact to get post information as needed
- a) Monthly
 - i) Spirit Stick sales
 - ii) Blessings in a Backpack – once a month reminder



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- iii) Monthly calendar update
- b) Sponsor Shoutouts
- c) Treats with your Sweets – February 14th – Add Spirit Stick sales to this – we ordered special valentines ones that we will sell this day
- d) General PTO meeting – include book fair info – get with Mrs. Polk on details. Parents can attend meeting then go to book fair
- e) Fiesta – get on calendar
- f) School Counselor Week – February 5-9 – post/pics
- g) School Resource Officer – February 15 – post pics
- h) School Bus Driver & Bus Assistant – February 22 – post/pics
- i) Fiesta Website

12) Upcoming Events:

- a) February 14th – Treats with your Sweets breakfast opportunity for students/parents – Meredith/Brandi
 - i) **Help Needed:**
 - (1) Pick up coffee @ 6:30am from Summer Moon (1) -- **Megan double checking can make it OR Keily Yemm**
 - (2) Onsite set up -- **Meredith & Brandi to set up day before after school (Meredith submit request for additional tables thru head custodian-- send email. Sarah.Shantz@boerneisd.net)**
 - (3) Onsite help/Clean- up (1-2 additional) -- **Keily Yemm**
 - (4) Valentines Spirit Stick Sales -- cash only, need 2 volunteers (**Margie get cash**) (**Natalie create communication about spirit stick sales**)
 - (5) **Test Run Paypal QR code that day! --Margie**
- b) Volunteer Appreciation Event – ideas?
- c) Kinder Roundup April 3rd -- **Christine create flyer/info . Megan get details about event**

13) 2024/2025 PTO Board

- a) New Roles proposed –
 - i) VP of Events – Tacos and Tears, Grandparents Day, Parent events, Winter event, Valentines Day
- b) Committees – recruit in spring for greater feeling of accountability (**board members think about positions for next year and any ideas to make positions better, etc**)
 - i) Small Events
 - ii) Staff Appreciation
- c) Recruiting
 - i) Currently known open roles
 - (1) Secretary
 - (2) Co-President
 - (3) President (preferred)
 - (4) VP of Merchandise (**possibly add a 2nd merchandise role?**)





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- 14) General PTO Meeting – February 27th (Natalie create flyer to include info about Book Fair right after gen meeting)
 - a) Agenda
 - i) Review
 - ii) Board Positions
 - iii) Dr. Craft Listen & Learn

- 15) Fiesta – April 5, 2024
 - a) See Separate Project Plan