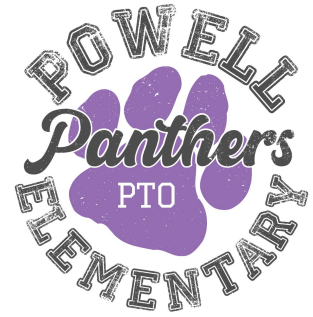


**General Meeting Minutes
August 30th 2022-11:22**



Powell PTO Meeting Minutes

August 30, 2020

In attendance: Erin Mathe, Mickela Schulz, Nikki Adams, Sarah Becker, Leslie Loayza, Jay Schulz, Sara Atkinson, Rachel Jeter, Joy Rougeou, Ashling Drew, Sara Dillard, Abigail Baca, Katie Shannon, Audrey Pickett, Connie DeGuerre, Lisa Ryan, Alexis Danz, Lisa Kutchel, Liz Draskovich, Charlotte Meissner, Jessica Robledo, Lindsay Findley

Call to Order and Welcome

Mickela Schulz called the meeting to order at 11:22 a.m. and welcomed everyone.

Approval of Previous minutes

Mickela Schulz approved the minutes from the meetings of May 17, 2022 and July 14, 2022 and Sara Atkinson seconded. The motion carried.

Principal's Report

Erin Mathe reported that Powell now has 879 students enrolled which is over the District projections. She anticipates that the school will have 900 students enrolled before the end of the school year. A new first grade classroom will be added. Mrs. Mathe is working on hiring for the new position. Students from current first grade classes will be selected to move to the new class. Powell received a Star rating of A and a staff celebration is planned. Lunch visitors are no longer required to register in advance.

Committee Reports

- **Membership:** As of 8/30/2022 the PTO has 169 families and 20 staff members signed up. The PTO will continue to accept new members throughout the school year.
- **Fundraising:** No update
- **Programs:** The Kindergarten field trip is tentatively scheduled for October 20, 2022.
- **Audit:** No update

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- **Carnival and Silent Auction:** Carnival is scheduled for November 12, 2022 and the theme is Passport Through Powell: A Journey Around the World. The Silent Auction co-chair position is open and needs to be filled.
- **Grocery Programs:** No updates
- **Staff Appreciation:** A welcome breakfast was held for staff members in August. The PTO would like to host monthly luncheons for the staff but needs sponsorships to do so. The estimated cost for a luncheon is between \$1000 - \$1500. Please reach out to the PTO President or Treasurer if you are interested in sponsoring a lunch.
- **Communications:** Facebook and Instagram are being updated regularly and will include meeting reminders in the future.
- **Landscape:** No updates
- **Spirit Nights:** No updates
- **Yearbook:** Yearbook is currently on sale for \$35 until September 16, 2022 when the price will increase. Papers with ordering information were sent home in the students' daily folders.
- **Hospitality:** Dudes and Divas with Doughnuts has been moved to the spring and will be renamed Doughnuts with Grownups.
- **Room Parent Liaison:** The PTO is waiting to receive all the final information from teachers so the parents can be contacted. The anticipated date is September 12, 2022 to have everything finalized. The liaison is working to streamline the process for next year so the information is more readily available.
- **Lost & Found:** Lost & Found needs more clothing racks before the winter season starts.
- **Treasurer:** Committee chairs need to review and sign the proposed budgets and return to the Treasurer. The balance sheet will be updated to reflect the additional revenue from membership dues and the expense of PayPal fees. The Treasurer is reviewing options for receiving payment that incur fewer fees. Current expenses include the staff appreciation breakfast, membership incentive bags, and balloon arches.

New Business

- **Copy Parent** - There is a need among teachers for help with photocopying classroom materials. A new position of Copy Parent was proposed by Mickela Schulz and seconded by Leslie Loayza. The motion carried unanimously. Mickela Schulz proposed that the position of Copy Parent be filled by Sara Atkinson. Leslie Loayza seconded and the motion carried unanimously. There is also a need for a small number of committed volunteers who are willing to be trained and assist with teacher copying.

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- **Merge Room Parent Liaison Chair with Communications Chair:** Doing so would streamline communication between parents and the PTO. Mickela Schulz proposed the motion with Sara Atkinson seconding. The motion carried unanimously. Official position is called Communications Chair and is filled by Lisa Kutchel
- **School Support Chair:** Mickela Schulz proposed to create a position titled School Support Chair. The responsibilities would include assisting in the planning of the 4th grade graduation, the Kindergarten Moving Up ceremony, 4th grade t-shirts, Jingle Jam, STAAR pizza parties for 3rd and 4th grades, and inline skating. Sara Atkinson seconded and the motion carried unanimously. Mickela Schulz proposed that Sara Dillard fill the role. Sara Atkinson seconded and the motion carried unanimously.
- **PTO Shirts:** Mickela Schulz proposed ordering PTO t-shirts in bulk to be used for several consecutive years. The shirts will use the current PTO logo and will be in a gray/white/black color scheme. Leslie Loayza seconded and the motion carried unanimously.
- **PTO Insurance:** Nikki Adams proposed approving the \$450 fee for insurance for the PTO. Lisa Kutchel seconded the motion and it was passed unanimously.
- **Copy Machine:** Nikki Adams proposed approving the \$4000 fee for annual photocopier maintenance and rental. It was seconded by Sara Atkinson and the motion passed unanimously.
- **Teacher Allocations:** Nikki Adams proposed that the teachers be allocated up to \$150 each in reimbursable costs for classroom supplies and Specials teachers each receive up to \$1000 in reimbursable expenses for class supplies for an estimated total of \$10,450. The motion was seconded by Leslie Loayza and the motion passed unanimously.
- **Grade Level Funding:** Nikki Adams proposed approving up to \$2000 for each grade level for spending on grade level needs. The check will be written to the school to ease the ability to access these funds. If money is not used this year, it will roll over to next year and the funds will be resupplied with a maximum cap of \$2000. The motion was seconded by Sara Atkinson and passed unanimously.
- **Inline Skating:** Nikki Adams proposed the approval of \$1700 to pay for the inline skating program fee for 3rd and 4th graders. Charlotte Meissner seconded and the motion passed unanimously.

Upcoming Events

- School Picture Day - September 2, 2022
- Labor Day Holiday - September 5, 2022

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Adjourn: The meeting was adjourned at 12: 14 p.m.

Next PTO Meeting: Tuesday September 27, 2022 at 11:15 a.m. in the library.

Minutes compiled by Sarah Becker on behalf of Leslie Loayza, Powell PTO Secretary