**Mitchell Intermediate PTO**

**Board Meeting Minutes**

**Tuesday November 16, 2021 via Zoom**

**Attendees:** Sarah Beseugli, Becky Barton, Islam Mitwally, Tracy Kumin, Alfredo Hassey, Meina Chen, Cortney Miller, Marissa Mapes, Nina Neal, Kathryn Lee, Dana Foster, Joanne Altimas, Caitlin Reeves, Michelle Nolen, Jyoti SIngh, Anafe, Sarra Darcé, Melissa Zamora-Marentez, Ana Lanni, Christina Zapata, Lindsay Perkins, Alex Keres, Jill Rider, Krystel Ochoa, Jessica Nunez-Figueroa, Will, Ashley Williams, Paula Klapesky.

**Meeting opened at 9:32am**

**Officer Reports**

**President, Sarah Besuegli**

* Sarah Besuegli made the motion to approve the minutes from the September Board Meeting. The motion was seconded by Becky Barton, The motion passed without dissent.
* *Boosterthon update:* 
  + Background, the internal PTO budget was set to be achievable and cover the 6th grade field trips. The external published goal was higher. As of today $44,208 has been raised, with a potential of another $7000 through corporate match.
  + Top 25 fund raising students will have a movie day, December 14th. More details to come.
  + Thanks to Becky Harel, Liesbeth Horemans and Jill Rider for the Fall Fundraiser. Thanks to all parents and volunteers who came to cheer and help.
  + VP of Fundraising will be available for the 2022-23 Board and Becky Harel is looking for someone for this role. Please make contact with Becky for more information.
  + Lessons learned from this first fundraiser with Boosterthon
  + Our activity date was scheduled the same as Bush Elementary (largest feeder school to Mitchell). Was not aware until 4 days prior.
  + Boostherton want a contract for next year, Sarah B explained not her decision to make and asked that an ad-hoc Committee be formed to process through options. All parents who are interested are asked to contact Becky Harel, so a proposal can be made to the PTO Board in January 2022.
  + Current split is 57% Mitchell: 43% Boosterthon. All funds raised ($44K) are PTO cleared funds. For comparison, the cookie dough fundraiser split was 40% Mitchell: 60% Cherrydale. There are options which require greater adult volunteers involvement that would result in a higher percentage of funds raised being kept by the PTO. Volunteers have been an issue in the past due to working parents, and the fast turnover of families due to the two year cycle at Mitchell.
* *Spirit Nights - Marissa Mapes*
  + CFA raised $354.33
  + Chipotle is from 5pm tonight
  + Cane’s is planned for December 9th, exact time to be confirmed.
* **VP Services, Bonnie Vanek not present**
  + *6th grade field trip* (Becky Barton) is in place. Need to create a formsite form to allow chaperones to pre-pay their entry fee. Bceky to talk with Nina to set up.
    - Charter buses have to be used as CISD buses have to be back for 1:30pm.
    - Extravagant field trip as the ‘Mission to Mars aka Operation Leapfrog’ is only available to school trips.
  + *EOY 6th Grade Celebration* (Amy Reno & Julie Miller) - it will be the last day of school. They are meeting early December and will review ideas to Paula in December/January.
  + *5th Grade Field Day* (Tracy Kumin) asked for clarification as to PTO involvement as field day has evolved during the two years from a field day event to a kickball tournament.
* **VP Membership - Sarra Darcé**
  + *DJ Recess party* is planned for Friday November 19th 2:15-3pm for students whose parents purchased a Pony or higher level of membership. Will be approx 350 students, and will be held outside. Volunteers are needed - contact Sarra.
  + If you need to verify which level of membership was purchased, please contact Sarra.
  + *Directory* - Ana Lanni
    - Melissa Zamora-Marentez did a great job sourcing community funding which has covered the cost of both the student planner and the directory. Thanks also to Sarra Darcé for helping with possible sponsors.
    - Thank you to all our sponsors for your generosity.
    - Thank you to Ana for your great work on the directory. These were delivered to LCs on Friday 11/12. Check your child’s backpack for your copy, or join the PTO to receive one!
* **Treasurer, Meina Chen**
  + *Statement of financial position; Budget vs Actual; Statement of Activity* were distributed to the PTO Board ahead of the meeting. They are not shared publicly.
  + October does not show all the funds collected yet from Boosterthon.
  + January PTO Board meeting is the best meeting to attend to have a say in the budgetary decisions.
* **Principal’s Report - Paula Klapesky**
  + *COVID19 levels* are now at level 2 “normal” activities will resume after Thanksgiving Break, with parent volunteers and groups.
  + *6th Grade Wax Museum* were held last week and this week.
  + Please note that CISD does not vaccinate any children.
  + Students recently took *interim STAAR assessments* (replaces benchmarks) online. This helped assess students’ knowledge, allowed the students practice online, and tested the systems in advance of STAAR in May. Cambia is the company used, and teachers were pleased with the process and received their students results the same day. There will be another interim assessment in February, and STAAR testing in May.
  + *HB4545* - students who failed STAAR in 5th and 8th grade are no longer retained and instead receive 30 hours ‘accelerated learning’ over the school year for each content area failed. This could mean up to 90 hours of additional instruction for three areas of reading, writing and math,
  + In 2021-22, Mitchell will offer its students to take the STAAR online as practice for when it is required.
  + In 2022-23, the State requires students to take the STAAR test online.
  + There is a *budgetary request for Chromebook carts* at roughly $10,000/cart. There has been provision made in the PTO budget as Capital Reserve, and funds have been set aside for this purpose over the last few years.
  + Mitchell currently has about 1 Chromebook to every 2 students. Whilst the intent is not to get to 1:1 ratio, more carts will need to be purchased gradually to replace obsolete and broken technology.
  + Following feedback that some parents were reluctant to fund technology that is being State mandated, Paula reiterated that Chromebooks are used daily in classrooms, in addition to STAAR testing.
  + Paula will check with the technologist as to whether mouses would be useful to prevent ‘hands grazing or smudging’ against touchpads resulting in the wrong answers being recorded.
  + Paula clarified that Mitchell is not a Title One school, and receives no funding from the State. This is based on the demographics of the school, and Mitchell does not have 50+% of students qualifying for free lunch.
  + All funds received at Mitchell are from Conroe ISD. It is based on the number of students attending. It works out to approx $55,000/year to buy supplies.
  + Mitchell relies on the PTO fundraising for most of its needs and wants.
  + District occasionally funds technology via a bond. Usually it is for replacements not new technology.
  + District only funds a playground when an Elementary school opens. Mitchell did not have any playground equipment when it opened, all has been purchased by the PTO.
  + Paula will contact CISD Financial Officer Darren Rice and share information about the school’s budget with all parents.
* **VP Membership - Joanna Altimas**
  + *Found It Friday* - Paula to send out school wide notice to check the racks and buckets by the Attendance Office
  + *Adopt-A-Staff-Member* - a few members are still available for adoption. 3-4 times a year provide a small treat for campus members. Contact Joanne at [jaltimas@gmail.com](mailto:jaltimas@gmail.com) if interested.
* **Any Other Business**
  + Sarah - the *PTO website* is a work in progress, and will be improved to include agenda and minutes from meetings. Currently PTO pays to host 1 page and actually uses 3, so to increase to 4 would need a change in budget.
  + Becky B - *GroupMe* created for both PTO Board, and Exec Board. To be used to contact members via text directly or a group distribution.
  + Sarah - *December Meeting* confirmed as In-Person in the Commons at Mitchell at 9:30am on Tuesday December 14th. As this will be our Holiday Social event, Hospitality will provide a main dish, and signup will be provided for extras.

All are thanked for attending.

**Meeting adjourned at 10:47am**