

**DeBakey PTO Board Meeting**

**Date: September 10, 2017 Time: 3PM-5:15PM**

**Board Members in Attendance listed below:**

- Matt Konvika, President
- Dave McMillan, Treasurer
- Kathryn Marrero, Secretary
- Vincent Sanders, Fundraising
- Martha Chica, Uniforms

**REPORTS**

**Vincent Sanders---FUNDRAISING**

Provided 25% off retailers coupon along with school codes to support fund raising efforts. Suggestions to raise funds for this year will research and report findings on the following:

Cards with Bar Code	Box Tops Collection	Medical Community
Randall's & Kroger's	UIL Concession Sales	Amazon Smiles
Target	Field Day-Food Trucks	Alumni Wall
Kane's on Main Street	Rebate opportunities	

**Dave McMillan, TREASURER**

Provided PTO checking account up to date balance report with highlights of recent changes to tax exempt status; expenditures and gross revenues.

Discussed:

Tax Free Exempt Days (3); New tax-exempt number; Propose a 2017-2018 budget, how to separate funds raised by individual graduating classes yearly per fundraising events.

**Martha Chica, UNIFORMS**

Uniform sales 1<sup>st</sup> Friday of each week following the PTO meeting

Will confirm T-shirt prices with Dixie for Ms. Perry request to provide shirts to staff and student body relating to "I survived Harvey"

Advocacy idea to assign or allow parents to assist a family affected by Harvey with specific needs per sign up in front office

**Matt Konvika, PRESIDENT**

Agenda: Confirmed dates for PTO meetings first Tuesday of the month; Open House 9/20<sup>th</sup> at 6pm, 45<sup>th</sup> Anniversary & Symposium on 10/20<sup>th</sup>

PTO meetings -Department presentation time scheduled 30 minutes; actual PTO meeting last for one hour 6:30PM-7: 30PM

Will purchase Elfa Shelving this week during 30% off sale at Container Store

Switched to Chase Credit card due to lower fee 2.75%; Free Reader chip, direct deposit

Will present tentative 2017-2018 budget at PTO meeting on 9/14/17

Brainstormed ideas on how to support teachers and staff affected by Harvey

The 45<sup>th</sup> Anniversary celebration is not a fundraising event more of "a get to know you"

Request ideas for school needs to prepare strategic fundraising plans

Will open floor up at PTO meeting 9/14/17 for a Parliamentarian vote

**Kathryn Marrero, SECRETARY**

Will confirm pricing of Christmas tree for school entry