



## PTO Parent Meeting Minutes

February 2, 2017 (Thursday)

**Meeting called to order at 8:39 a.m.**

Meeting adjourned at 10:00 a.m.

### Board Members in Attendance

Shelley Nadel – President  
Jennie Biggs- Vice President  
Kathy Kahanek – Treasurer  
Margarita Ramos – Secretary  
Tammy Mills – Volunteer Chair  
Ana Ponce – Parent Advisory Council President  
Kathy Kehn- Marketing/Communication Chair  
Amber Hoffman – Spirit Shirt Chair

### Board Members NOT in Attendance

Carol Strickland – Fundraiser Chair

### School staff in Attendance

Jennifer Moon – Magnet Coordinator  
Lori Lamtropolus – Principal  
Rene – STEM Coordinator

### **Shelley Nadel:**

- Welcomed everyone and thanked them from coming
- Reminded everyone that PTO is a non-charitable organization
- Introduced the principle and the magnet coordinator
- Reminded everyone of the leaf blower that PTO purchased for Olga, the custodian. It cost \$100.

## Committee Reports

### **Katthy Hahanek**- Treasure Report

- Discussed the treasures report
- The school is adding clubs and donations any club go through PTO and PTO will deposit it into the appropriate club.
- PTO has a balance of \$50,000 cash

### **Jennie Biggs** – Vice President

- Attended a school event where the school talked about all the clubs and programs available at Energy Institute High School. Students were also in attendance at the event. The STEM part of the school was also highlighted. She said that everyone had a great time at the group project event.

### **Amber Hoffman** – Spirit Shirt Chair

- Hoodie sales are going great, we are almost sold out.
- Asked: If we are having another sales on the hoodies?
- Polo sales are also going great and we should be good until the end of the semester
- We are right where we need to be as far as inventory is concerned
- Reminded everyone that we have moved to only boy shirts and that we will never be ordering the green ugly polo again

### **Carol Strickland** – Fundraiser Chair (not in attendance, but Shelley discussed the report)

- We are planning on selling popcorn and we are thinking of having the students purchasing the popcorn in ahead of time. The other option is to sell it during lunch only. **NOTE: We need to find out when the robotics is selling the popcorn, because we do not want to compete with the schools clubs.**
- Chick-fil-a – We would like to sell chick-fil-a and also sell some snacks with the sandwich (ex. Hot Cheetos, takis, etc.). We can sell food at school, it just needs to be away from the school cafeteria. We will move forward with the selling of the chick-fil-a sandwich, a bag of chips and a water bottle. We are thinking of starting the sells after Spring Break. We did look into other foods, but it was decided that Chick-fil-a will be the best food to sell, because it will sell. We need volunteers to organize this food sale. Parents that volunteered at the meeting are as follows: **Laura Loss, Niki Deltz, Cynthia de la Houssaye, Sonia Jord, Carol Strickland, Becky McGlothlin, Ana Ponce and Consuelo Cabarerra.**
- A parent asked the principal about a school store and about how the selling of the food was going to be set up. Lori said that they are looking in the most effective and efficient way to set up the sale of the food. There are pockets of spaces in the school that food can be set up and we will look for the best place.

- A parent asked if we can have a committee that is not all about prom. And the idea was to add other school events and not just prom events during the academic school year.

**Shelley Nadel:**

- We will definitely look into other social events for the students, all the students, not just the seniors. We are looking for having a movie night and KK has a movie screen for the event and if you are interested in helping KK, please let her know.

Committee Reports continued....

**Kathy Kahane (KK) – Marketing/Communication Chair**

- She has a freshman daughter here at Energy Institute H.S.
- My job is to help the parent and the admin. to communicate everything out there for everyone at Energy Institute H.S.
- Our goal is to have everything up early in advance so that you the parents and the school know what is coming up and what is going on. We are thinking of using the Sign Genesis to have parent sign up for volunteer events.
- We are also working with Jeanne Moon and the news group to have items in the school newsletter as well. The goal is not to bombard the parents, students and school with too many events being repeated in too many places. If anyone has any ideas that we can work with to help out with communication and marketing please just let me know.

**Shelley Nadel:**

We really need to drive parents to the website. We are working that, if anyone has any ideas on how to do that, please let us know.

Committee Reports continued....

**Ana Ponce – Parent Advisory Council President**

- Discussed testing dates for the STAAR testing coming up, the ACT test, TELPAS & AP testing window.
- Principal discussed that we are making both test ACT & SAT available for the student to take, because they are two different test and they have a better chance of getting into their University of choice if we allow the students to have the opportunity to study and take both exams.
- Amber- Spirit Shirt Chair asked if there was another test for ACT prep materials that we can look into. Ms. Moon said that there are practice test that students can test on-line.

**Shelley Nadel:**

- New business – Field Day, we had it last year, it took place on the last day of school and we rented booths from a company. We also sold wrist bands for the students, who wanted to skip in line. The down side was that it was on the last day of school and the buses were not as cooperative as we anticipated, also another down side was that it was hot and the students started playing with water bottles instead of drinking them. This year we are thinking of having field day before spring break. This year the school does not have the grant to pay for the event; therefore, we are going to have to pay for the event out of the PTO funds, which is fine, but we are going to need parent volunteers to help with this event as soon as possible.
- Movies Night – is planned for the Spring
- Bilingual Communications – we have parents that are only Spanish speaking and we need to decide on whether we need to also publicize everything in Spanish. Do we need to spend energy making everything bilingual? Majority said, “NO.”
- Next year we would like to put aside about 4K-5K for polo’s. We asked the Energy admin team what they would like for us to help them with and they said that they were interested in a printing station. Rene explained to everyone about the printing system both in color and black/white. Rene said that everyone would have access to the printer station (students, faculty and admin.) He said that we would like students to be able to print and not have delays with their printing. He stated that they have had a lot of problems with ink, printing and accessibility and they are certain that this printing station will relieve them of those problems. Principal also discussed the printing and how they would really like to do this because it is a very high technology school and we would all benefit from it. She also said that Universities have this system and it has worked wonders. She said that HISD has is not as supportive as they would like with this project, so we are asking the PTO to help out with this project. Shelley communicated her support with this project and said that Rene and she are going to get on the phone with the company so that we can save some money with this project. Shelley asked the parents if they have any other ideas about how we can support the school. Principal said that they would really like to try this out with one or two kiosk and then see how things from there.

**Shelley Nadel:**

- PTO has been successful this year, because we have a great team in place, but we really need more parent support with this, so that we can get better.
- PTO has a membership directory on the website and we are still asking for parents to become members. We would really like to have 100 members as PTO members, we currently have 66.

**Meeting adjourned at 9:42 a.m.**

