

**Energy Institute PTO
General Meeting – March 11, 2020
Minutes**

I. Call to Order & Welcome (Sarah Carpentieri-Asbury): The meeting was called to order at 6:14 PM in the Spark Space. Meeting participants: Sarah Carpentieri-Asbury, James Asbury, Sarah Levit, Arva Dearborne, Maha Allaham, Anne Geyer, Lori Lambropoulos, Cindy Ramirez, Kendra Rozic, Martha Jacobs, Lori Stevens

II. Approval of Minutes (Anne Geyer): Minutes of January 11, 2020 meeting approved. Minutes will be posted on PTO website along with financial statements.

III. Principal (Lori Lambropoulos): Lori discussed:

- 1) EIHS FRC Robotics won district championship at Channelview.
- 2) Everything is going smoothly in school events. Saturday tutorials will continue after spring break.
- 3) Candis Nunn is having a baby. Her last day is March 13.
- 4) "Project Lead the Way" CEO toured the campus. Students had lunch with him. This is the organization that does out our engineering curriculum. Chevron has paid part of that since our grant ran out.
- 5) The exhibition is on tomorrow, but many things are now cancelled because of the coronavirus. The district has been in touch with the City of Houston all along. From March 23 through April 3 there will be no afterhours programs, except for outdoor activities. Any UIL activities after April 4 will be assessed. Genesys Works kids will still go to their jobs.
- 6) After spring break, all visitors to the school will be screened before entering. They are encouraged to just come for pick up and drop off. Our school nurse will be staying longer hours. Students will still be traveling to Italy, Iran, So Korea, China, and Egypt. They will be screened after spring break.

IV. Treasurer (Arva Dearborne): Arva distributed the P&L Budget vs. Actual / Balance Sheet (see attached). PTO has raised \$35,000 this year, after expenses, which is more than in all previous years. Sarah Carpentieri-Asbury noted that this year's fundraising approach – small events & fundraisers (instead of auction) – has been very successful. We have also had donations matched by employers.

V. Committees:

A. Membership/Volunteers (Julie Garcia/Ana Ponce): No report

B. Hospitality/Teacher Appreciation (Paul & Martha Jacob): Martha said they have one more event this year for Teacher Appreciation in April. Lori Lambropoulos said she felt the teachers really need appreciation now, but it was best to veer away from events involving food. Breakfast with the Principal is scheduled for March 27, 2020.

C. Spirit Store (Susan Rakestraw): No report from Susan but Sarah Carpentieri-Asbury reports that we have ordered more outerwear, which can be sold during April registration. No need to order any new supplies; we have enough of everything. We discussed a bill for jacket samples and the need to send Dixie's contact information to administration to reconcile this issue (there was not supposed to be a charge for jacket samples).

D. Website (James Asbury/Daniel Rodriguez): Website formatting is being tweaked. James Asbury and Daniel Rodriguez are working on it. The website now includes a button which will translate website information into Spanish. Spanish translations of specific documents will be done by a parent volunteer.

E. Fundraising Chick-Fil-A (Sarah Levit): Nothing to report at this time.

F. Fundraising Events (Sarah Carpentieri-Asbury): We are working on another wine tasting, possibly at Total Wine on Holcombe. Also, a couple of other spring fundraising activities are in the works.

VII. Business

A. Old Business: (Sarah Carpentieri-Asbury provided a PTO year-in-review status update)

Financial Recap:

The PTO began our fiscal year on July 1, 2019 with \$75,000 in our PTO General Fund and as of March 11, 2020 we have around \$110,000 in our PTO General Fund, after expenses. The PTO General Fund is for PTO use. We have additional monies held in the PTO Club accounts, which are held for each of the clubs

Recap of PTO activities and events from this school year:

In our first PTO meeting of the year, Sarah C-A outlined three main goals for the PTO this year: 1) support the school community and be inclusive to all; 2) support our teachers; and 3) work closely with the Principal and Admin to use our funds in the ways that most benefit the school

EIHS Community Support: To reach the entire EIHS Community, we included detailed PTO Announcements in the weekly EIHS E-News. To be more inclusive to our EIHS Spanish-speaking parents, we added a Spanish translation option to our PTO website. To address outerwear clothing needs, we added sweatshirts and jackets to our Spirit Store. To help our EIHS community who needed food during the covid-19 pandemic, we collected over \$4300 in monetary donations through our EIHS PTO Food Donation Fund.

Hospitality Events: Over the past 7-months, the PTO hosted 6 Hospitality events, helped with 10-weeks of magnet tours, and held 4 General PTO meetings.

In the Fall semester, our PTO hospitality events for Parents included the Back to School coffee during the first week of school, and three different Parent events in the fall including a Prospective Freshman Parent Social, The Magnet Open House, and The Magnet Parent Coffee. Throughout the fall semester, PTO volunteers provided waters weekly for Magnet Tour participants and helped with the tours.

In the Spring semester, the PTO helped to host EIHS Alumni for their Alumni Breakfast as they came back to visit in January, and provided food, photography, administrative help, as well as PTO information and items for sale at the incoming Freshman Registration held in February 2020.

The PTO also hosted two General PTO Meetings in the fall and two in the Spring.

We have a few more Hospitality events coming up, including a Spring Freshman Registration and our last PTO General Meeting of the year in May.

Teacher Support: To date, the PTO provided a total of 7 Teacher Appreciation monthly activities and gifts, as well as providing PTO volunteers for a district-wide VEX Robotics Tournament hosted at EIHS, and various club-led activities.

In the fall semester, the PTO provided the teachers with cohort bins and a Teacher Breakfast in August, Halloween treat bags in October, Thanksgiving pie/dessert & Teacher Lunch in November, and Winter treats (candy, movie tickets, popcorn) in December.

In the Spring semester, we gave Valentine Day treats in February, and gave gift cards to each of the teachers, Deans, and staff.

The PTO also provided volunteers to help with the district-wide VEX Robotics Tournament hosted by the EIHS VEX Robotics Team on January 11, 2020. In addition, the PTO provided parent volunteers to help with various club-led fundraising events.

We are planning a few more events including Spring Treats in late April, and an end of the year Teacher Breakfast in May/June.

Fundraising events: Our PTO fundraising efforts this year have been diverse, and we chose to do a variety of different events, instead of one big auction, so that everyone would have an opportunity to participate. After expenses, the PTO has raised \$35,000 in our PTO General Fund, which is more than all previous years.

Fundraising events include food sales, Spirit Store sales, EIHS outerwear sales, participation in the Amazon Smiles Programs, and various smaller, themed Fundraisers. We also received donations from parents, their employers, and from community business and industry groups.

The PTO also provided fundraising support to all of our EIHS Clubs by partnering with them for weekly Chick-Fil-A food sales, and each club that participated received a portion of the profits for their club. In addition, the PTO provided banking/ deposit services and management of their club funds.

We have more events and activities planned for when we return from Spring Break.

B. New Business:

1. Fundraiser/Dance Social for Students – April 3, 2020 (Kendra Rozic): Kendra reported on the visit by the DJ today with relation to the dance planned for April 3. She said the DJ had a lot of good ideas. We briefly discussed ideas. For the time being, we will wait to see what happens with the virus. If we are in school, we will have a dance.

2. Sarah Carpentieri-Asbury asked those in attendance to let her know if they have any other fundraising ideas.

3. 2020-2021 PTO Executive Board & Committee Chairs: We are looking for new volunteers for PTO officers for next year. Lori Lambropoulos said she could make a callout to incoming freshman parents.

VIII. Important Upcoming Dates: (Sarah Carpentieri-Asbury)

Thursday, March 12, 2020: Exhibition Night (9-11th grade)

Spring Break, March 16-22, 2020

Wednesday, May 13, 2020: PTO General Meeting (8 AM)

IX. Meeting adjourned at 7:37 PM

Submitted by Anne Geyer, with contributions from Sarah Carpentieri-Asbury