**CPES PTO General Meeting Agenda**

Tuesday, April 9th, 2024

**Call to Order:**

**Attendees:**

**Shout Outs/ Celebrations:**

* Spring Festival planning is in full swing. Thank you to all of those who have helped plan
* Thank you to those who have generously sponsored and given donations for the silent auction.

**Items to be voted on:**

* How to spend the money raised from the 2023-2024 Fun Run money
* New PTO President
* Updating the PTO by-laws to admit new PTO board members

**Committee Details & Updates:**

* **Spring Fundraiser:**
	+ Spring Festival- Apr 20th 3-6pm
		- Still collecting items for silent auction baskets
		- Wristband sales have begun.
		- Sign-up genius has been created for Dunk Tank volunteers
		- Sign-up genius as been created for teacher volunteers
* **Hospitality (Jami Echols)**
	+ Lunches for teachers during STAAR testing
		- Jason’s Deli
* **Family Events (Courtney Maconchy)**
	+ Muffins with Mom
		- May 6th
		- Tomball Catering will be catering.
* **Yearbook (Tatyana Sinks)**
	+ Please keep submitting pictures
	+ Custom pages need to be created by Apr 13th
* **Homeroom Parent Coordinator (Laura Russell)**
	+ Sign-up genius sent out to HRP’s for Spring Festival volunteers
* **Spirit Night (Sarah Carpenter and Monica Galloway)**
	+ April
		- 30th- Marcos Pizza (PK/K decorating boxes)
* **Website content/design (Lauren Shafer)**
	+ Graphics Created
		- Sponsorship letter for Spring Festival
		- Spreadsheet for the Event
* **Social media and Bilingual Liaison (Lizette Pinto)**
	+ Please send over anything that needs to be posted or translated

**Calendar Review/Important Dates:**

* **April**
	+ 9th- PTO Meeting @ 10am in PTO portable
	+ 16th- STAAR Reading (NO visitors)
	+ 20th- Spring Festival from 3-6pm
	+ 30th- STAAR Math (NO visitors)
* May
	+ 6th- Muffins with Mom

**Administrative:**

* Please sign-in on PTO volunteer sign-in sheet when volunteering at the school
* Please wear your nametag and provide photo ID
* The TISD volunteer application must be completed and approved before volunteering on campus
* Please join the PTO Remind: @CPESPT

**Meeting Adjourned:**