

CVHS PTO General Meeting via Zoom
November 17, 2022 at 7pm

- I. Call to Order: President Maria Calzada at 7:03 pm
 - A. We will get started with our general PTO business
 - B. This evening I am not sure if Aparna our Secretary is here or out with family emergency. I believe she is out, in that case we I would make a motion to delay our approval of minutes for the October meeting. Second of motion by Mala. Let's proceed with a reaction vote, emojis or thumbs up / down. That motion passes and we will vote next time. We will vote on the October and November meeting minutes at the next meeting.

- II. Approval of Minutes: Aparna Jotwani - absent, Marlo will be taking Minutes today.

- III. Treasurer's Report : Mala Gupta
 - A. Hi everyone, this is Mala. Mary has posted up the Statement of Activity. This is our profit and loss statement. It shows up to November 1, 2022. The top most shows our revenue, between Nov 1 - current, our donation thermometer is up to \$28,000. We also got a \$2500 dollar pledge. So we have crossed our goal of \$30,000. Thank you to our community! After that we have our expenses, our software fees, the teacher appreciation lunches, we had one today and just to give you an idea the lunch cost \$1000. This is the average every time, we get food from Local Foods for example, and the teachers love it. Thank you everyone so that PTO can pass it on to teachers and staff. Overall that's our revenue and expenses.
 - B. If you can switch into the other one Mary, these reports are all on the website. Please email me if you have any questions. This is our budget vs actual showing what we have received so far. This is essentially a different format. Please feel free to take a look at it.
 - C. One question I get a lot from parents, is how to avoid the paypal fee. Two options: either dropping a check to the school (at the front office), we have a red PTO box. Also, we have a Zelle account which is another options. The email for that is cvhspto@yahoo.com (not gmail). That is the email which is linked to our bank. Thank you so much.
 - D. Maria - Today I was at the school, yesterday for career day and today for magnet tours. One of things I got comments on from perspective parents and others, is that they were really impressed by the dedication of the staff. That is something I see as well, how our teachers and staff are energized and dedicated to our school and they go above and beyond. It is clear that it's not just their job and they are not doing it for the lunch. There is only so much we can do but by going that little extra step for a nice lunch is something we can do. For our committee - they do such an amazing job on the teacher appreciation lunch. Thank you all for donating it really does make a difference.

- IV. Fundraising & Development VP : Danielle Batchelor - absent, Maria will be filling in
- A. So donations, there is a qr code on the screen. If you don't know how to get to our donations page, that's how. If you look behind me the families scrolling behind me are those who have donate. This is also scrolling on our webpage. Through Friends and Family, we raise the bulk of our donations, we also do corporate matches. We raised some money at our Social at the Kirby Ice House which was so much fun!
 - B. We have another fundraising program in the works. We are planning for the Spring as well.
 - C. Our School Sstore committee chair is on the call would you like to speak on any store items. Jacky - We have some winter items still in stock. You can order online and I will try to get them delivered tomorrow or the week after Thanksgiving. We don't have too much stock, but still some cute items. Some students come by, and try on, and buy in person. From our website, you can click on school store, and then buy it directly.
 - D. Danielle - There are two items that we are hoping to raise monies for for the upcoming SnowCo event. \$250 for the DJ and \$250 for decoration / balloon arch. If you are able to support specifically, then please contact me. We are also going to have a match for Giving Tuesday, the Tuesday after Thanksgiving. Thank you.
 - E. Maria - SnowCo is what Carnegie does instead of homecoming for CVHS since we don't have a football team. It is a fun dance, sponsored by Coach Scott. Sounds like they need a couple of items sponsored. We will do break out rooms at the end of the meeting. Normally we do a program / speaker, this month is traditionally on College Preparations but we are already doing an entire series on that. They are also recorded on our You Tube channel. So this month we will have breakout rooms so people can chat with the Board, Principal Moss, Fundraising and Development etc.
 - F. Giving Tuesday is a one day opportunity to make your money go further. Up to \$4,500 will be matched by the Brown and Bachelor families. This is the second year they are doing that. Of course we can go over that. However on that day your money will go farther. That is the Tuesday after Thanksgiving. There is no fee for any transaction, if you use the Zelle email or PTO box in the front office. There are ways to avoid the processing fee

V. Communications : Mary Mathias

- A. Good evening everybody. The new item you might have seen is the Newsletter the first week of the month. After a hiatus, the Newsletter has come back. The plan is to have for every month. So that we can update you all with one email. We are going to share with you all. Whoever has signed up through Membership Tool Kit or joined PTO, will receive this the first week every month. The President will have a write up, you will be able to see the announcement, events and programs, volunteer opportunities and donor recognition. Monthly we will be providing this. We will update you also through email, social media. To help with this, I am always looking for volunteers. We already have the template, but it is

about combining all information and send it out. If anyone can help, reach out to me.

- B. The other item I wanted to talk about is after this meeting we are having these office hours. If you have any questions, please stay on. If you have any questions, I will be able to help you navigate that.
- C. Maria - if you also email board@cvhspto.org, you can get an answer.

VI. Membership & Volunteers: Gauri

- A. Everyone stole my thunder! But to reiterate, a huge thank you for donating your time and showing up for our kids. We can't do this by ourselves, and I am so excited for those who have signed up. I also want to encourage the rest of you to consider signing up for a member slot chair spot. There are a lot of things we are looking for. Most are done from the comfort of your home. So certainly think about if you have an hour here or there, then you can sign up.
- B. Mary, if you can take them how to sign up. Yes, joining the PTO and registering is definitely a must please register. Once you register you will be able to get to the corner of the website to sign up. This is the page you would get to. Currently we need volunteers for magnet tours with Ms. Moumni. This is time HISD holds tours across the district. CVHS is the #4 school in Texas so we have a lot of parents coming for the tours, today 150 families. She requests if we can get 10 parents for each of the days. The PTO has made it easier if you can sign up from 1-2:30. The students do most of the work, but you are there to answer questions as a parent. To make it easier, we are sending you a talking points list. If you have that time slot free on those certain days, certainly come in and Ms. Moumni would love to have parents sign up.
- C. In addition, we have a need for a Special Event Team. If you have thrown a party and are good at that, please come help us.
- D. There are still open slots for Committee chair and membership chair opportunities. I will be hosting a breakout room after this meeting, if you are not still sure what to do or how to help I will be there.
- E. We had a couple of donation events coming up this month that were super successful. We had asked for donations for holiday baskets and we had so many donations, it makes my heart warm. We will also have Christmas baskets to do later in december and also special teacher appreciation things for the holiday
- F. Last but not least, I want to call attention to the college information series going on. If you haven't been on yet, it is now on our website. There is a spot with college information corner, if you click on that, it will link you to the videos / parent resources. We just had one yesterday, and we are posting all the videos here. The next one is November 30th, then December 7th and December 14th. We have gotten a lot of applause on this. We are talking to our college counselors to see if we can get additional information to continue this into the new year. Please visit my room if you want to help with this.
- G. Maria - it's really great information.

- VII. Special Events VP : Maria for Staci Le is still fighting the flu
- A. We have covered some of the special events. Some of you may have seen we were going to have a student event for Halloween but the sky opened up, so we had to cancel at the last moment, but that is in the process of being rescheduled that.
 - B. The students are doing a great job themselves, they had a very successful I-fest.
 - C. Our main issue is trying to find time on an open date. We are trying to find a make up date.
 - D. For the Spring social, we are trying to find dates and venues. I welcome a robust and experienced committee that had a gala we would welcome all and everyone who has ideas and talent. Any other Special Events information? No.

- VIII. Principal's Report : Mr. Ramon Moss
- A. Thank you and good evening everyone. Thank you for joining us. This is the season of thanking. I am very thankful for today's luncheon, everybody loved it. I want to speak on behalf of all of the employees and students and we are thankful that we have one more day before a nice Thanksgiving Break.
 - B. As a reminder, when we return, we have 3.5 weeks of school that will close out the Fall Semester. The majority of that are instructional days, but the last four days are finals. The majority of them have two finals every day, with the exception of the last day. Most of those days, lunch is right around 1pm. We do have a 30 minute lunch each of those four days. Students are welcome to stay for lunch or are permitted to leave. Buses will depart campus around 1:15pm.
 - C. On Monday, we had a guest visitor from Homeland Security and a friend to Carnegie. The PTO was gracious in asking for his services to train our teachers on safety and security and did an analysis of our campus too. We were excited to have Mr. Whitliff return. He spoke to faculty and staff. He mentioned he was impressed with only one way into the campus at the front of the building. He talked about being happy with the active supervision and great attendance. We have run out of letters to identify personnel on two way radios which is a good thing. He wanted to give us some tips about efforts to improve and ensure that all of the faculty and staff know our chain of command. Having a mechanism to correspond with employees on a remind app or group me etc. We do have that but we need to practice that a little bit more. He talked to us and trained us about an active vs passive threat. We talked about some of the exterior windows or classrooms that have exterior windows. Such as the English (face West Gray) or Social Studies (face athletic field) wings. During instruction times the gates are locked but that can't prevent someone scaling or climbing the fence. We will continue to have conversations about. In the Spring we will practice weather drills for the weather such as tornado watch, tornado warning.
 - D. One of the things that we really need some assistance with, compliance with, is ensuring that our students continue to wear their ID badge. Our students don't have a uniform but we do have a dress code policy. That includes wearing the ID card with color-coded lanyard. There are more students than employees on

campus so we need to have their id and lanyards visible so we can easily identify our students. It has happened in the pass where a student shared their lanyard with a former student and luckily we were able to identify them. We could use parent assistance in not only making sure students have and wear their id cards and lanyards and that they are visible all day. I don't know why students are wearing them in at the checkpoints and then putting them away.

- E. Another thing that the gentleman from Homeland security recommended. In the past it has always one way in and then at the end of day the students are dismissed onto Genesee street for the buses. Students also had access to a door that is close to the library that leads to West Gray Street. It also allows for an entry point that will allow someone to enter, and we had an experience with a student entering who was not supposed to have left. What we are going to enforce is that we will have one way in, and one way out of campus. For those of you who have visited campus, you know that you have to be buzzed in two sets of doors. That is one of the plans that is upcoming We will be continuing that through the Spring Semester. We will going to enforce one way out after school. Wanted to provide a little snapshot of the safety and security which are always at the forefront of Carnegie and at HISD. I set a timer and I am 8 ½ minutes in.
- F. Question from parent - Regarding SnowCo, that is the homecoming for our students. I think they can bring students from other high schools. Was is the safety and security with that, is there a form to fill out? Many other high schools have a form, and it requires a signature from the guest school. That is something they can look forward to for Snowcoming. Then general rule is there is one officer for 100 attendees. Depending on the number of attendees we will follow the ratio. I am hopeful of tickets being sold in advance, I am not a major fan of tickets being sold at the door. So after break there will be that required form for the guest to enter the building on December 2nd.
- G. Question from parent on cell phone use during school. Students are allowed to use their cell phones at the discretion of the teacher. Ie calculator feature. Many of the teachers have a pocket system. They have a number where they put their cell phones, and then as they exit the classroom they retrieve their phones. The phones should be on silent mode if the teacher does not permit the cell phones.

IX. Adjourn Meeting at 7:56pm by Maria

Breakout Rooms are available: Originally we were going to do 4 rooms: 1) Fundraising and Development 2) Special Events 3) Communication 4) Volunteer and Membership
If you are interested or have questions you can pop in to those rooms.

Break out sessions finished by 8:30