

## PTA/PTO Presidents and Principals' Meeting

### Welcome:

Dr. Don Stockton, Superintendent, welcomed the PTA/PTO Presidents and thanked them for attending. He addressed the importance and benefits of the PTA/PTO programs in our communities and schools.

### Parent and Community Relations

Dr. Jean Stewart, Deputy Superintendent, greeted the group and stated that Conroe Independent School District was fortunate to have many organizations that are actively involved to provide an array of educational and social services to support students. She informed the group that Montgomery County United Way, Junior Achievement, and the Education for Tomorrow Alliance are organizations that actively involve our community. Dr. Stewart introduced a representative from each group who shared information about the services offered to schools.

### Montgomery County United Way

Julie Martineau, Executive Director of Montgomery County United Way, gave an overview of the various programs and stated that her organization was a partner in the social services side of educating students in Conroe ISD. Resources available to students and how to access those resources were discussed. She explained that a pocket directory of resources is provided to older students and is available in both English and Spanish.

### Education for Tomorrow Alliance

Dr. David Norton, Executive Director of Education for Tomorrow Alliance (EfTA) stated that his organization was the business/education connection in the county. EfTA enhances the community by taking business people into schools and students into businesses. He explained the programs offered by the Alliance and the benefits of each. The programs offered to students in Conroe ISD are Sci://TECH, Goals Program, Choices, and the Student Internship Program.

### Junior Achievement

Judy Knocke, Operations Manager, presented an overview of the Junior Achievement (JA) programs. She explained that Junior Achievement programs are available for elementary, intermediate, junior high and high school students and these programs bring the real world into the classroom. She invited the audience to attend a JA School Coordinator Training and asked the principal of Wilkerson Intermediate, Marie Hartley, to share the successful eight year partnership the school has enjoyed with Junior Achievement.

### Financial Guidelines

Teresa Carpenter, Internal Auditor, reminded the presidents and principals that she needed information from them sent to her soon. The items to send are: a list of the new PTA/PTO officers and a phone number or email for each; a copy of the Employer Identification Number (EIN #) for each campus organization; a copy of the Articles of Incorporation or By Laws; a copy of the 990 form if the organization has 501(c)(3) status; a financial report for the end of the year; and the audit report compiled for the 2006-2007 financial records.

### Sales Tax

Two employees from the State Comptroller's Office were in attendance and presented a School Organizations Sales and Use Tax Seminar. Kelly Cooke and Grace Lewis explained that PTA/PTO and Booster Clubs are not exempt from sales tax by law; they must apply for exemption and complete form AP-207. They discussed exempt status, guidelines for fund raisers, Texas Exemption Certificate guidelines, sales tax permits and filing sales tax returns. Resources were discussed including a web site: [www.window.state.tx.us](http://www.window.state.tx.us).

### Volunteering in CISD Schools

Dr. Chris Hines, Associate Superintendent of Schools, shared that CISD values the contributions made by its many volunteers who diligently work to support our students, teachers, and programs. He explained that in order to maintain a safe school environment, CISD will require all school volunteers to complete an application for the purpose of conducting a criminal history check. He showed the District's web site and explained the process. Volunteers can apply at this web site: [www.conroeisd.net](http://www.conroeisd.net).

### Future Meeting Dates

Dr. Stewart thanked everyone for attending and shared that November 7, 2007 and March 12, 2008 are future meeting dates. These meetings will be held at the CISD Deane L. Sadler Administration Building and begin at 9 a.m.