

Hillside Elementary School

PTO BOARD MEETING

Minutes

Date: December 5, 2018

Time 9:15am

HES Teacher's Lounge

Meeting called by	Emily Phelan
Type of meeting	PTO Board Meeting
Facilitator	Emily Phelan
Meeting Minutes by	Colleen Decker
Attendees	Colleen Decker, Emily Phelan, Tracy Johnson, Cheryl Lowery, Wendy Brooks, Kate Miller, Diane Cohle, Natalie Hoffmann, Kate Kilgarriff, Lauren Scott, Natalie McDonald

Agenda Topics

Call to Order/Welcome

Discussion	November minutes were approved and sent into record.
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Principal's Report

Mrs. Diane Cohle

Discussion	Mrs. Cohle gave her report
<p>Third grade field trip to the township library was last week. Spirit day – Friday 12/7 – “comfy cozy day”. Fri 12/7 – first grade cultural arts program. National Initiative for CODING to begin this month. The district increased the number of lockdown drills to four per year. Next one is 12/11. TE police may visit to assess. 12/13 – winter concert. Holiday parties 12/20 and 12/21. Facilities approved the plan for AC at HES....more info in Emily's report. Winter break: 12/21/18– 1/2/19. Diane reminded the group that club flyers from outside vendors should not go home in backpacks. The district cannot support outside organizations. The robotics flyer that was sent out was a survey, which was an exception. Decision was made to ban all afterschool club flyers in backpacks for consistency.</p>	

President's Report

Emily Phelan

Discussion	Info from district President's meeting, Facilities meeting, Inter-School Council (ISC)
<p>President's Meeting: Dr. Gusick talked about the sleep study discussion in the district. Potential issues include bussing if there were a later start at Conestoga. Five criteria need to be met to move forward (i.e. can't end after a specified time, have to have the same amount of instructional hours). Need parent input.</p> <p>Facilities Meeting: As mentioned in Diane's report, AC project approved for HES. Plan is to begin this summer. Other schools may start planning in the summer of 2020. Other possible facilities projects include security cameras, Conestoga addition. AC was top priority.</p>	

ISC: Demographer report showed growth in the district, mainly due to residential properties turning over. Nicole Scherer and Emily Phelan are the ISC representatives for HES and will be presenting to the council in February. Emily asked for advisement on what to present. Diane recommended JA (Junior Achievement). It is a STEM focused program that pairs with a corporation (Johnson & Johnson currently), highlighting entrepreneurship, manufacturing, career development, and design. JA meets the career objective for state regulation.

Social Functions

Tracy Johnson

Discussion

Villanova social – Tracy may order more tickets -sales going well.

Sweetheart Dance – Invites coming soon. Colleen Kennedy sketched an inclusive logo. We discussed that invites should go out before the holidays with a reminder to RSVP in January.

Fourth grade celebration plan is pending.

Sunshine Club – run by Claire Gallagher. How do we let parents know that this exists? Discussed to put in Highlights and grade level FB pages.

Parent's Night Out – Colleen Decker and Tracy Johnson are in touch with restaurants. Potential date is Sat March 9, 2019. TBD.

Vice President of Cultural Arts

Natalie Hoffmann

Discussion

Natalie presented her report

Audiobody & Enchantment Theater were successful events.

Fri 12/10 – Franklin Institute Weather Show for 1st grade.

Delta meeting this week to discuss bookings for next school year.

**Treasurer
Rayme**

Emily Phelan & Steve

J

Discussion

Emily presented

Steve disseminated the current financials. KIDSTUFF numbers still pending.

**Vice President of Fundraising
Kilgarriff**

Kate

J

Discussion

Kate presented her report

Friends of Hillside – letter distributed. Allows parents to donate and have company match. Another letter will be distributed in the spring.

Barnes & Noble Event – Wed 12/12. HES shopping day (percentage of sales go to HES, free gift wrapping). Fourth grade chorus to perform. Lauren Scott will be reading a story to the children. There is a sign-up genius to volunteer to wrap.

Handels Pint Sale – flyer should be coming home soon.

Boosterthon FUN RUN – huge success. Profit was over \$16,200. Discussion to have another one next school year? This requires low volunteer effort with a large return. Will kids/parents get tired of having it again? Kate gave two potential dates for next year. The board officially decided to hold it again next year in October (as opposed to February). She has a potential chairperson to take over as well. This date creates a conflict with Bookfair, but Natalie will work to get that date changed. We can potentially run the Bookfair in December and make it a holiday shopping event. (?compete with Barnes and Noble event?). Will see how the Barnes and Noble event profits this week and decide. We also discussed possibly not running the KIDSTUFF fundraiser next school year, which only profits approximately \$1200.

Vice President of Membership & Services

Kathleen Thomas

Discussion	Natalie presented Kathleen's report
<p>Music Rocks T-shirts arrived and appreciated.</p> <p>School Store is very successful and volunteers are happy with the set-up.</p> <p>Collection for specials teachers went home. Online submission for next year's staff collection is in progress.</p> <p>Robotics Club – Mrs. Johnson withdrew her proposal to run this club. Survey went out to some classes prior to her withdrawal. Discussion about whether or not to proceed. We'll need more information regarding this as an investment. Do we move to an outside vendor? VFES has a successful club, but it is teacher driven. TBC.</p> <p>Kathleen met with 6 Crickets – an after school enrichment management program.</p>	

New Business

Discussion	<p><u>BUILD</u></p> <p>Wendy Brooks and Cheryl Lowery came to present an overview of the BUILD program. BUILD stands for Better Understanding of Individuals with Learning Differences. The purpose of this group is to assist with questions regarding IEPs, support, and for parents/caregivers seeking guidance. They have monthly meetings for parents and caregivers. Examples of learning differences: dyslexia, CP, twice exceptional, autism, emotional disabilities. They have speakers who present relevant topics. Future goals are to present about dyspraxia, twice exceptional students, and gifted students. They also currently support the EVERYONE READS initiative, which has a FB page. Beaumont is supporting Epilepsy Awareness, which also has FB group and webpage. The FB page is for T/E parents and caregivers only.</p> <p>Discussed the potential for summer programs and how the PTO can help spread the word about BUILD. Wendy emphasized that initiatives are parent-driven.</p> <p><u>NEW PTO POSITIONS</u></p> <p>BOARD VOTED AND APPROVED Kathleen Thomas' nomination for PTO President. Term: January 2019 – June 2020. Tracy Fauls and Kate Miller will become President-Elect in September 2019.</p> <p>Kathleen to propose new PTO meeting dates for 2019 to ensure her attendance.</p>
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	<p>BOARD VOTED AND APPROVED Kate Miller and Tracy Fauls' nomination for VP of Membership and Services from January 2019 – June 2020. Concern raised by Emily that there needs to be a clear roadmap with a dual-presidency. Kate and Tracy to provide proposed division of power by June 2019.</p>
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UNFINISHED BUSINESS

End-of year party, diversity Initiatives to be discussed at a later meeting.

Adjournment

Discussion	<p>The meeting was adjourned at 11:00 Next meeting: January 2, 2019</p>
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