

# Hillside Elementary School

## PTO BOARD MEETING

### Minutes

**Date:** Tuesday, March 2, 2020

**Time:** 7:00 pm

**Zoom Virtual**

<b>Meeting called by</b>	Kate Miller
<b>Type of meeting</b>	PTO Board Meeting
<b>Facilitator</b>	Kate Miller
<b>Meeting Minutes by</b>	Steph Costabile
<b>Attendees</b>	Kate Miller, Steph Costabile, Jami Barnett, Jacqui Cosgrove, Emily Phelan, Shannon Murtaugh, Janet Malin, Belle Liu, Michele Staves

### Agenda Topics

#### Call to Order/Welcome

<b>Discussion</b>	February minutes were approved and sent into record. Welcome to Belle Liu, new VP of Social!
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#### Principal's Report

**Michele Staves**

<b>Discussion</b>	<p>Michele noted that it was a very busy week at Hillside; they are still waiting for 50% of the commitment forms from parents. We need to remind friends to fill them out, possibly use Facebook, and Homeroom parents can send out a reminder.</p> <p>Lunch will always be 6 feet so they are working out how classes will be worked out for lunch and possibly half of the class will move to cafeteria.</p> <p>Playgrounds will open and balls will be allowed!</p> <p>Carline- will be much busier due to more kids in school, continue to do alphaband, remind parents of their alphaband time, continue the screener.</p> <p>Agenda for teachers</p> <ul style="list-style-type: none"> <li>• Discuss the possibility of letting kids leave some materials at school so backpacks aren't so heavy.</li> <li>• Can leave supplies at school if they have a set at home.</li> <li>• Discussed allocating Principal's Fund to kids that might need supplies at home.</li> </ul> <p>Continue virtual pick-up.</p> <p>Read Across America Week- week of March 1<sup>st</sup>. Will include more diverse books this year.</p> <p>PSSAs- no waiver this year, but they did relax the requirements. Can be completed this spring on in the fall. For 3<sup>rd</sup> /4<sup>th</sup> graders.</p> <p>Michele said a big thanks to Janet for the work on the Cultural Arts virtual programs. In the past they were able to get some of the high-schoolers for black history month so Michele is going to work on possibly doing something virtually with that.</p> <p>Michele is going to follow-up regarding a possible 4<sup>th</sup> grade party/celebration. See if there was a prior deposit made somewhere.</p>
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Also, an idea for what to do for 4<sup>th</sup> grade recognition.

### President's Report

Kate Miller

#### Discussion

Kate said we should start thinking about next year's open PTO positions:

- President
- Assistant Treasurer

### Treasurer's Report

Jacqui Cosgrove

#### Discussion

February was a slow month, not a lot of movement. Teachers are still cashing their holiday checks; 3 still not cashed.

For March we have \$1,200 budgeted for Community Grant Checks. In 2020, we gave \$1,000 to the Community Grants and \$2,000 to the Berwyn Fire Co. This year we decided to do \$200 to each of the 6 Community Grants and \$100 to each of Berwyn and Paoli Fire Co's.

Jacqui noted that she had a lengthy discussion with PNC Bank about moving from checks to bank transfers. She will discuss with Kate and Emily offline.

Jacqui received thank you notes from a few of the teachers for the holiday gifts. Will review and possibly put up parts of the notes on the website.

Will start school supply boxes in March.

### Communication's Report

Shannon Murtaugh

#### Discussion

Shannon noted that the inbox was getting hit with a lot of spam so she set up a spam filter to help.

Still needs someone to help with highlights so she set up a banner on the website to advertise it. She will also update the website for the upcoming President and Assistant Treasurer role needs.

Sent home a flyer with students about a fundraiser opportunity to support Hillside family-owned businesses. Waiting for replies.

### School Service's Report

Jami Barnett-Gallagher

#### Discussion

Carole Hamil has volunteered to head up a committee to work on a 4<sup>th</sup> Grade memory book. Will be \$8.50 each.

Jami said that parents of kids in other grades have asked about class pictures and Barksdales is able to make composite class photos if there is a demand.

Discussed having a teacher appreciation breakfast- possibly set up breakfast for teachers to grab on their way in.

<b>Discussion</b>	
<p>Janet has been working to set up virtual assemblies for the classes.</p> <ul style="list-style-type: none"><li>• 2<sup>nd</sup> Grade- Chinese New Year- Learn about shadow puppets and dragons and learn to make a shadow puppet. \$700 for the program and will be on March 3rd.</li><li>• Kindergarten- Mothergoose- 2 programs (am and pm). \$425 for the program- March 24th.</li><li>• 4<sup>th</sup> Grade- Martha Washington- \$275 for the program- March 10th.</li></ul> <p>Looking to round out the other grades. B-Man for 3<sup>rd</sup> Grade, need contact info. Riverbend possibly for 1<sup>st</sup> Grade.</p>	

**Adjournment**

<b>Discussion</b>	<p>The meeting was adjourned at 8:45 pm. Next meeting is April 6, 2021 at 9:45 am.</p>
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