



HIJH PTO BOARD GENERAL MEETING MINUTES
Friday, October 9, 2015
9:30 am-11:00 am
HIJH LGI Room

Attendees: Marabeth Pereira, Tim Mankin, Julie King, Tabitha Arnett, Becky Gerig, Tim Baldwin, Stacy Nielsen, Lisa Gruber and Jen Watkins.

1.) Welcome – Becky Gerig

Introductions of all in attendance.

2.) Approve September 18th, 2015 meeting minutes.

Jen Watkins motioned to approve September 18th, 2015 meeting minutes. Becky Gerig seconded, motion approved by all present.

3.) Principal's update-

a) End of grading period today, October 9, 2015.

b) Camp Tecumseh was this week, it allows for exposure to less traditional classroom teaching methods and allows the kids to use application, transfer, small group collaboration and group problem solving.

c) Pink out game is Tuesday, October 13th at the HSE High School, between FCJH and HIJH.

d) Parent teacher conferences are underway and will continue until October 21st.

e) Paul Count and Mr. Mankin have been working to build a wish list of items for the school. As funds become available, the board will be prepared to assist the school in funding those items.

f) Mr. Mankin inquired on the status of the \$500.00 donation for PD subs that was approved by the Board members at the September meeting.

ACTION ITEM: Becky Gerig to contact Paul Count to check status of \$500.00 donation.

4.) Committee updates

a) Spirit Wear – Final delivery of backordered items was October 8th. There is a large amount of inventory and we need to have an accurate item count done. Board would like to have a few more booth opportunities and a holiday sale.

ACTION ITEM: Jen Watkins to set up a time to meet with the committee and create an accurate inventory. Jen Watkins will also contact spirit wear chair, Amy Stivers and Vice President, Shannon Sherfick to create a flyer with the current cash and carry inventory available and prices for the newsletter.

b) Panther Tailgate – 37 tickets were sold for a profit of \$350.00 and \$62.00 in candy sales. Jen Watkins motioned to donate the \$62.00 profit of the candy sales to the Athletic Department. Becky Gerig seconded the motion, all in attendance approved. Next year's chair to make changes to the event to make it more successful.

ACTION ITEM: Paul Count, treasurer to issue a check to the Athletic Department for \$62.00.

ACTION ITEM: 2016 chairs to meet with Athletic Department to create a better event. Possibilities include, pep rally, family oriented tailgate and include 5/6 or change the event to something totally different.

c) Staff Appreciation – Several items for the October 2nd luncheon were delivered late and the co-chair had to make an emergency trip to Kroger to purchase supplies. Board agreed that those purchases can be reimbursed through the committee's budget. There was some confusion on which school was requesting items. The next volunteer spot that goes out, will have more clarification that it is for "HIJH on Cyntheanne Road".

ACTION ITEM: Kristina Bucciarelli to request reimbursement for \$27.82.

d) Panther Rewards – Committee has approval to purchase supplies and they are creating new collection boxes. Still planning on running two contests, one in the fall and one in the spring.

ACTION ITEM: Jen Watkins to follow up with the committee to see if they contacted Kelly Collins to create infomercial. Committee to create 24 boxes for home rooms and new drop off points for 7th/8th grade. Committee to explore options for gift cards and party ideas.

e) Fall PTO Fundraiser - Sale dates are set for Oct.19th–Nov.2nd. Books will be organized Saturday, October 17th and delivered to teachers the following week. Prize system is being developed within the committee and will be announced at the beginning of the sale. The company said the average sales for a school our size is about \$7,000.00.

f) Dine to Donate - No committee update at this time. Volunteer Coordinator emailed contact info for Hot Box Pizza and Texas Roadhouse that was provided by Stacy Nielsen during the September meeting. Chairperson, Robin Holler has been trying to set up a meeting with her committee to start planning dates.

ACTION ITEM: Jen Watkins to follow up with committee the following week. (10/12)

g) Panther Fest – Chairperson, Tim Baldwin set a date of Friday, March 18th. Event will run 5-8 pm.

h) Book Fair – Jen Watkins had a meeting with JoyAnn Boudreau, HIJH Librarian, we are planning on helping set up, staff and tear down the book fair, we might make posters and hang banner. The school treasurer will handle all money. Book Fair is scheduled to run Nov. 30-Dec. 8. Volunteer Spot will be sent out with the November newsletter.

5.) Treasurers Report

Paul Count has a rough draft completed, however he was not present at the meeting and all board members felt they would rather wait until Paul is present to discuss the budget.

6.) Newsletter Items

Items need to be turned into Tabitha Arnett by October 16th. There is a space limit, PTO has one page and items will be edited as needed. It was mentioned that it would be nice to have one Volunteer Spot sign-up page for all activities. This would help limit multiple sign up links in the newsletter.

ACTION ITEM: Jen Watkins to create an HIJH PTO Volunteer Spot with all sign-ups on one page.

7.) Superintendent Referendum Meeting - Nov. 4th

Tabitha Arnett attended the SAC meeting and it was discussed how PTO's were planning to promote the referendum meeting. Some of the schools are giving a prize for the classroom that has the best parent representation. When parents arrive they are asked to sign in and write their students homeroom teacher. The best represented classroom wins a \$100.00 gift card to be used in the classroom. If more than one class wins, the gift card will be split evenly. 5/6 classes are by homeroom and 7/8 will be by first period classroom. Jen Watkins motioned to approve a \$100.00 gift card incentive for the purpose of promoting the referendum meeting on November 4th, pending available funds with Paul Count. Julie King seconded the motion, all in attendance approved.

ACTION ITEM: Jen Watkins to notify Paul Count of approval of \$100.00 incentive so that he is aware.

ACTION ITEM: Paul Count to check with Huntington Bank to see if we can purchase Visa gift cards through the bank without a fee.

8.) Coats for Kids

Tabitha Arnett presented information on the Coats for Kids initiative. They are looking for help November 7th in Noblesville and November 14th in Fishers. Tabitha will send out information to the board members and the volunteer list to create awareness within our school community. We have a limited time to promote this event, however we may promote this next year as a PTO related event.

ACTION ITEM: Tabitha Arnett to email more information to board members.

9.) Youth mentoring initiative

Tabitha Arnett presented information regarding the Youth Mentoring Initiative. A mentoring program that teachers, parents and community leaders can become mentors within the school. Several HSE schools have this program in their school, HIJH is not currently signed up to

participate. The group comes into the school, they pay for the background checks and all mentoring takes place at the school. The school has to give permission for this to take place. We would like to invite a representative from their group to give a short presentation during our next PTO meeting. All board members present approved inviting them to the next meeting. Other HSE schools have made donations to the group. We would like to make sure that we have the funds available before agreeing to make a donation.

ACTION ITEM: Tabitha Arnett to invite the company to present at the November meeting.

ACTION ITEM: Tabitha Arnett to present a motion to the board via email for a donation to YMI.

12.) PTO Forum meetings

When the meetings are announced, board members will let the other board members know if they are planning on attending. Instead of having one assigned person to attend.

9.) Thrill the school

41 student tickets and 38 parent watch party tickets have been sold for a \$280 profit. Planning is going well, we still need several adults to work the event.

10.) Red Apple helpers

Products will be delivered October 12th. Eight volunteers will help sort from 1-3pm and five people will help distribute from 3:15-7 pm. NHS students from HSE have also been utilized from 3-7 pm.

Upcoming events:

Red Apple Products delivered October 12th

Entertainment Book Fundraiser October 19th-November 2nd

Thrill the School for 5th & 6th grade October 30th

Next PTO meeting November 13th 9:30-10:30