



HIJH PTO BOARD GENERAL MEETING MINUTES
Friday, February 12, 2016
9:30 am-11:20 am
HIJH Small Conference Room

Attendees: Tim Mankin, Becky Gerig, Tabitha Arnett, Frandy Labrador, Marabeth Pereira, Julie King and Jen Watkins

1.) Introductions of all in attendance.

2.) Principal's update-

a) ISTEP update – Data is complete and HIJH has been rated as an “A” school.

b) Year end celebrations and awards programs will be held the last week of school.

Monday - 5/6 awards and the 5th grade DARE program.

Tuesday – 6th grade celebration; possible cookout and/or field day.

Wednesday - 8th grade celebration.

Thursday - 7/8 awards.

*5th grade teams will have their own end of year celebrations, within their groups, in their own classrooms.

ACTION ITEM: Create a committee or group of parents to assist Mr. Mankin in planning a 6th grade celebration. Jen Watkins to talk to Mr. Mankin for more details.

c) HIJH School is donating \$150.00 to cover the cost of the HSE Foundation silent auction basket that will be donated by HIJH PTO. Baskets will be auctioned off by HSE Foundation on February 26th, 2016.

d) Youth Mentoring Initiative - HIJH has its own program called PRIDE, so they will not be partnering with YMI. Staff members recommended children that needed extra support or extra confidence building. Staff members within the HIJH building are the mentors. If the need for mentors becomes too great that HIJH staff can't handle the demand, they will look into other options.

3.) Approve January 2016 meeting minutes.

Jen Watkins motioned to approve January 2016 meeting minutes. Julie King seconded, motion approved by all present.

4.) Committee updates

a) Spirit Wear – Small sales online and have been setting up a spirit wear table in the cafeteria. Committee is kicking off a program where kids can bring in their Kroger receipt and if they have signed up for community rewards with HIJH PTO's name, we will give them a free HIJH 2015-2016 t-shirt. Teachers that agree to work the Culver's Dine to Donate will receive a free HIJH 2015-2016 T-shirt to wear that night.

b) Staff Appreciation – Has about \$100 left in their budget. Committee is currently planning Teacher Appreciation week in May.

c) Panther Rewards –New committee chair announced, Marabeth Pereira. Should have about \$300 in the March submission. Marabeth wanted to know if there was a budget line item for mailing costs involved with mailing labels into the companies.

ACTION ITEM: Paul Count to create a line item for Panther Rewards expenses or clarify which line item the expense would be taken from.

ACTION ITEM: Marabeth Pereira to post information on the HIJH Parent Facebook Page.

d) Dine to Donate – Next D2D event will be February 24th at Arby's. Flyer has been created and will be placed in the February newsletter. Arby's gives a 30% donation. Frandy submitted the fundraising plan to Culver's for the April 21st event. May 19th is available for a Chick-Fil-a event. Ben and Ari's also has a plan that you place a coupon in your newsletter and when parents use that coupon from the newsletter they get a large pizza, a pitcher of soda and 50 tokens for \$24.99. We get \$4.00 back on each coupon. Ben and Ari's also gives \$1.00 for each package sold and they have a donor that matches that 3 times. The coupon is good for 1 month. (Example-Thorpe Creek offered it several weeks ago and it netted around \$600.00.) We would run our coupon May 19-June 19th, with coupon placement in the April & May newsletters. Mr. Mankin agreed to send an email on the last day of school with the coupon saying "Happy Summer".

e) Panther Fest – Everything is in place and planning is going well. Frandy Labrador brought several items from Hot Box Pizza for use as door prizes. We are using FCI's overall plan to help in the planning of our event. FCI netted \$15,000 on their Falcon Fest last year.

Note: It was mentioned that Ben & Ari's offers a lock-in event that the board could consider as an extra fundraising event next year.

f) Book Fair - May 2-10th, volunteer spot will be ready for the April newsletter.

5.) Treasurers Report

Paul Count distributed the treasures report via email for February. Paul was not in attendance.

6.) HSE Foundation

HSE Foundation would like to visit each PTO in the district. Jen Watkins motioned to invite HSE Foundation to present during a separate meeting with a 30 minute time allotment. Tabitha Arnett seconded and all in attendance were in favor. Date to be determined at a later time.

ACTION ITEM: Becky Gerig to contact board members and the HSE Foundation representative to set up a separate meeting for HSE Foundation presentation.

7.) Elections for 2016-2017 board members/committee members

March newsletter will have an all call for board member nominations. Nominations due by April 1st and board member elections will be held April 15th. Open committee chair positions will be posted in the HIJH, Thorpe Creek & Geist newsletters.

ACTION ITEM: Becky Gerig to email current committee chairs and ask if they would like to continue during the 2016-2017 school year.

ACTION ITEM: Tabitha Arnett to post the all call in HIJH, Thorpe Creek and Geist newsletter.

8.) Water request from Social Committee

Teachers would like to have access to a water cooler at a cost of \$51.00 every two weeks. The social committee has paid the rental on the cooler and the rental of the water bottles, PTO would just be paying for the delivery and cost of water.

ACTION ITEM: Jen Watkins to talk to Mr. Mankin in regards to this request and then have Mr. Mankin submit the request to the PTO for an email vote.

9.) Future funding requests

Requests from staff have come to the PTO in varying ways. PTO would like to institute a procedural policy for staff requests.

ACTION ITEM: Becky Gerig to contact Mr. Mankin and discuss school funding request procedures for next year.

10.) Social Media policy

Tabled until next meeting.

Upcoming events:

Next PTO meeting March 11th

Panther Fest March 18th

Book Fair – May 2th-May 10th