



HIJH PTO BOARD GENERAL MEETING MINUTES
Tuesday, April 19, 2016
9:30 am-10:50 am
HIJH Small Conference Room

Attendees: Tim Mankin, Becky Gerig, Tabitha Arnett, Frandy Labrador, Marabeth Pereira, Paul Count, Jen Watkins and Stacy Puls.

1.) Introductions of all in attendance.

2.) 8th Grade Celebration – Struggling to find volunteers. Committee has requested Kona Ice and are planning selfie stations and possibly a DJ. Committee is also planning on having t-shirts for pre-order. Stacy to contact Studio 116 about a class photo. A volunteer spot was recommended to recruit volunteers.

3.) Approve March 2016 meeting minutes.

March meeting minutes have not been completed. Tabled until May.

4.) Principal's update-

- a) Incoming 4th graders will be visiting the building May 16th. Students will tour during the day and parents are welcome to tour the building during the open house that night at 7 pm.
- b) Istep is underway. Makeups will be the following week. 7/8 is using a 4 block schedule during testing.
- c) 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.
- d) Looking ahead to the 2016-2017 school year, pending the referendum, there will be four new teachers in the HIJH building. There will also be portables added to the north parking lot. If the referendum does not pass, there will be 50 teachers cut from the district next year (2016-2017) and 50 positions cut the following year (17-18).

5.) Committee updates

a) Spirit Wear – There are at least two missing checks. To our knowledge all invoices have been paid. PTO board members to set up a spirit wear table May 16th for incoming 5th graders.

ACTION ITEM: Becky to email chairperson and follow up with her regarding the two checks that have never been cashed.

ACTION ITEM: Jen Watkins to provide a volunteer sign-up sheet the night of 5th grade open house.

b) Staff Appreciation – Kristina Bucciarelli provided the update. There will be little gifts for each day of Staff Appreciation Week. There will be donuts one morning and raffle prizes each day. Paul Count provided the remaining balance for the Staff Appreciation Committee budget.

c) Panther Rewards – Waiting on a check from Box Tops, estimated at \$580.00. Still accepting labels. Marabeth Pereira will continue to be the Panther Rewards coordinator during the 2016-2017 school year.

d) Dine to Donate – Ben and Ari's D2D will be Thursday, April 21st. Arby's check arrived and was deposited. Chick-fil-a D2D will be May 19th.

e) Panther Fest – Estimated 350 kids in attendance. Committee needs to have a debriefing meeting with board members for planning purposes next year. Final numbers were; \$9,200 in revenue and profit was \$4,600.00 which gave us a 50% profit margin. (Original goal was to raise \$6,500 with expenses of \$3,200.00.) Tim Baldwin will remain as chairperson for 2016-2017.

f) Book Fair – May 3rd-10th, VolunteerSpot will be ready for the April newsletter. Family night Wednesday, May 4th, 5:30-7:00 pm. This is a BOGO book fair.

g) Panther Showcase – Still need volunteers. Committee is planning on auditions April 27th & 28th, rehearsal May 11th and a show date of May 13th. Need volunteers to sell tickets during lunch on the 10th-13th.

h) 6th Grade Celebration – Planning is going well. Committee has booked Kona Ice and is looking into inflatables.

ACTION ITEM – Becky Gerig to contact committee chair and refer them to Mr. Mankin for further planning.

6.) Panther Costume

Panther costume has never been cleaned.

ACTION ITEM: Tabitha Arnett to look into getting the costume cleaned.

7.) Treasurers Report

Paul Count provided final numbers for Panther Fest. (Located in the Panther Fest Committee update, above.) Paul distributed the treasures report via email for April. Having completed a solid year of activities, we now have a better idea of how to budget. Paul will try to have a preliminary 2016-2017 budget prior to the May meeting.

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

It was brought to our attention that we have an additional person would like to be nominated as co-secretary, however the open window for nominations has passed. The board would also like to look into having a member at large position on the board. A motion was made to table the nominations and the elections until May 13th meeting. Motion was seconded and approved.

ACTION ITEM: Becky Gerig to email the possible nominee and ensure her continued interest in being nominated before we proceed with the elections.

9.) Social Media Policy

Tabitha Arnett provided a draft copy of a Social Media Policy. All board members to review, make edits & bring changes to the next meeting May 13th. Discussion of owning our own Facebook page versus using the "HIJH Parent" Facebook page that already exists with over 300 members.

ACTION ITEM: All board members to review first draft and bring changes to the next meeting.

10.) Destination Imagination

HIJH has four students that will attend the Destination Imagination World Finals in Tennessee. Paul Count motioned a gift donation of \$400 to go to the four HIJH students that will be attending. Jen Watkins seconded, motion approved.

Upcoming events:

Scholastic Book Fair – May 2th-May 10th
Panther Showcase rehearsal May 11th
PTO meeting May 13th 9:30 am
Panther Showcase May 13th 3-5 pm
5th Grade DARE program May 23rd 8:30-9:30 am
5th Grade awards May 23rd 9:30-10:30 am
6th Grade awards May 23rd 1:45-2:40 pm
6th Grade celebrations May 24th 1:15-2:30 pm
8th Grade celebration May 25th 12:30-2:30 pm
7th & 8th Grade awards ceremony May 26th 1:15-2:45 pm
Last day of school May 26th