

Hunters Bend Elementary School

PTO Board Meeting Minutes

April 19, 2017

<i>President - Heather Adams</i>	<i>Present</i>
<i>President Elect - Stephanie Lee</i>	<i>Present</i>
<i>VP Fundraising - Mindy Morrison</i>	<i>Present</i>
<i>VP Marketing - Emily DeVree</i>	<i>Present</i>
<i>Secretary - Jen Moore</i>	<i>Present</i>
<i>Treasurer - Amber Wilson</i>	<i>Present</i>
<i>Volunteer Coordinator - Morgan Parker</i>	<i>Present</i>
<i>Room Parent Coordinator - Missy Bezuidenhout</i>	<i>Present</i>
<i>Member at Large - Ann Howell</i>	<i>Present</i>
<i>Member at Large - Jodi Ebert</i>	<i>Present</i>
<i>Ex-Officio - Kristen Melichar</i>	<i>Present</i>
<i>Principal - Mr. Walker</i>	<i>Present</i>
<i>Specials/Special Ed. Teacher Rep. - Lee Boone</i>	<i>Absent</i>
<i>K-5 Teacher Rep - Marisa Clifton</i>	<i>Present</i>

Heather called the meeting to order at 9:31 am

MINUTES

- Heather asked for a motion to approve the March minutes. Ann made motion to approve March's minutes. Missy seconded motion. Minutes approved.

TREASURER'S REPORT

- Amber gave the report for March. (Please see HBES PTO website).
- Heather asked for a motion to pass the March Treasurer's Report. Stephanie made motion. Kristen seconded motion. Motion passed.

PRINCIPAL'S REPORT—Mr. Walker

- TCAP testing is happening currently. Raw quick scores will be back before grades come out. This will be 10% of the student's final grade.
- STEAM Night is tomorrow Night, April 20th. Not just about Special's classes anymore. This will be all over the school, using classrooms for activities/projects. Food Trucks will be out front in the circle.
- Sneak A Peek (for next year's kindergarten class) is this Friday at 9am. Bus is coming again for tours.
- Power Mondays and start time update. Power Mondays - No Elementary Schools will be participating in this. The new HBES start time for next year is 8:45am. Teacher training will be utilized more within the teacher contract.
- 5th grade transition: We have 102 students going to middle school next year. They will experience a simulation here at HBES during the last week of school. They will be on a middle school schedule. They will use crates for lockers and receive locks to practice with. Their day will be on a bell schedule with 50 min. classes. Each teacher will teach their own content area that week. Students will rotate through each teacher.
- 8 teachers want to go to a PD in-service in Brentwood this summer. The cost is \$170 per teacher. This would receive Phonics instruction. Four K, two 1st and two 2nd grade

teachers want to go. Mr. Walker is requesting \$1360 to send them. Heather proposes up to \$1400 come from the Computer Teacher budget item (we did not use it this year). Missy made a motion. Morgan second. Motion approved.

STAFF REPORTS

K - 5 Teacher Rep—Marisa Clifton

- Huge thank you from teachers for TAW.
- Ms. Rose needs field day volunteers on May 12th. She will send out a sign-up genius 2 weeks before the date. Please get the word out to parents to be on the lookout for the sign-up and set aside time to volunteer.
- April 26th is Secretary's Day. The Sunshine Committee will provide lunch that day, so they need a PTO member to cover the office during lunch.
- Mr. Henry's b-day is this Friday. Sunshine committee is asking if we could provide a lunch for him to enjoy while all kids eat in their classes that day.

Specials/Special Ed. Teacher Rep. - Lee Boone

- *No Report*

OFFICER'S REPORTS

President—Heather Adams

- Read thank you notes.
- Boosterthon wrap up - if we get 100% of pledges we will be over \$31,000. We are still waiting for a small amount of pledges to come in. They will be asking us if we want to continue this in the future. There is a concern that a small amount of people may not participate in INVEST because they participate in FUNRUN or vice versa. We all agreed that because these are 2 separate events and are separated enough in the year that it is not a problem. Consensus says this is a good opportunity to keep doing each year.
- Spirit Wear - We need a table out at STEAM Night and Sneek a Peek on Friday morning.
- Do we want to include the dance in the budget as an event? We will need to make an expense line for it. Mr. Walker is concerned that if it gets bigger, (did it on a normal week not around Spring Break) how do we manage it regarding safety and numbers? Heather added that if this is something we want to continue we will probably need to have a chair-person who would work with/report to a PTO Board member. We could possibly add this to the Member At Large position who does Family Fun Night. Ideas for future - food trucks to bring people outside. Activities outside near food trucks with DJ and music/dancing inside. Put tents over where they eat, keeping the food outside. Consensus - keep it a dance and don't add to it (activities). The dance will be funded under the line item on budget - "other fundraising".
- The new shade is up on the playground. Basketball goals are being put up currently. Benches are here, waiting to be installed.
- Morgan and Missy are in charge of the Volunteer Appreciation Breakfast. \$250 budgeted.

President-Elect—Stephanie Lee

- We are in the process of getting quotes and ideas for the use of technology funds. Promethean Boards and COWS are in the mix.

VP Fundraising—Mindy Morrison

- A flyer is going out to parents as a reminder to fundraise over summer, using Publix partnership, Amazon smile and BoxTops.
- STEAM Night - we have all certificate of insurance documents taken care of for food trucks.

VP Marketing and Communication—Emily DeVree

- *No report*

Secretary—Jen Moore

- *No report*

Volunteer Coordinator—Morgan Parker

- There are still 4-5 committee spots open.

Room Parent Coordinator—Missy Bezuidenhout

- *No report*

Member at Large—Ann Howell

- *No report*

Member at Large—Jodi Ebert

- Looking for feedback from teacher appreciation week. An idea for next year is to assign gift cards to the teachers instead of letting them pick. Jodi is sending thank you notes from PTO to those who donated over and above. A suggestion was made to not send home the little yellow notes next year. Can we add to the budget toward this week?

Ex-Officio—Kristen Melichar

- The new board members are invited to come to May meeting.

MEETING ADJOURNMENT

- Heather asked for a motion to adjourn the meeting. Jen made a motion. Amber seconded motion. Motion passed. Meeting adjourned at 11:02 am.
- Next meeting is May 10th at 9:30am.