

Hillside Elementary School

PTO EXECUTIVE BOARD MEETING

Minutes

January 13, 2015`

9:15 am

Teacher's Lounge

Meeting called by	Lori Benedict
Type of meeting	PTO Executive Board Meeting
Facilitator	Lori Benedict
Meeting Minutes by	Michelle Barton, PTO Secretary
Attendees	Lindsay Andreuzzi, Michelle Barton, Lori Benedict, Mrs. Diane Cohle, Maura Harley, Sian Keating, Laura Mills, Lisa Nishikawa, Allison Sanka.

Agenda Topics

Call to Order/Welcome

Lori Benedict

Discussion	Lori Benedict called meeting to order at 9:15am and called for a vote to approve the December 2014 meeting minutes. The board approved the minutes and they will be posted on the PTO website by Allison Sanka.
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Principal's Report

Mrs. Diane Cohle

Discussion	Mrs. Cohle gave the Principal's Report.
<p>Due to the extreme temperatures, all students have indoor recess – Mrs. Cohle's policy is when it's below 32 degrees Hillside has indoor recess.</p> <p>Upcoming events:</p> <p>01.19.2015 – No school (MLK Holiday) 1st grade – Rainforest project 2nd grade Cultural Arts: Master Chen visit 4th grade Cultural Arts: Betsy Ross visit 01.30.2015 – Parent Social 02.04.2015 – Hearts for Hillside basket assembly Valentine's Day – no candy, just cards</p> <p>Happy New Year to everyone from Mrs. Cohle!</p>	

President's Report**Lori Benedict**

Discussion	Lori presented the President's Report.
<p>Lori attended the PTO President's meeting where the new district policy requiring all volunteers with direct contact with students must have a background check. Mrs. Cohle stated this policy is in response to a new Pennsylvania Law. We are waiting for more details.</p> <p>Need to advertise for Open Board Positions for the 2015-2016 school year:</p> <ol style="list-style-type: none"> 1. Lisa Nishikawa – VP of Membership 2. Michelle Barton – PTO Secretary 3. Jessica Littleton moving up to President – need President-elect 4. Carla Ojha – VP Cultural Arts 5. Marcy DelOrefice – VP of Social 6. Maura Harley moving up to PTO Treasurer – need Assistant Treasurer <p>Playground Update: current estimate of cost is \$25k. We need to fundraise for at least part of the cost. Lisa Nishikawa suggested a "Play-a-Thon" perhaps in Spring. Lisa will look into it more and bring ideas to February meeting. Sian Keating suggested a Golf Fundraiser perhaps at Waynesborough Golf Club. Sian will investigate further and report back to the board. Another suggestion was to have a donation box at the Parent Social for parents to donate cash (or checks) similar to the box used at Cultural Arts events years ago. Lori stated she will have a credit card reader. Michelle Barton suggested a formal vote on the decision to use the funds from the PTO General Fund (approx. \$19K of the fund) given the large sum of money, it's only been a discussion thus far – but Michelle posed the question whether a vote had occurred? It was decided to postpone the vote until the February meeting so all Board members will be notified of the vote.</p>	

Treasurer**Sian Keating/Maura Harley**

Discussion	Sian Keating presented the Treasurer's Report.
<p>Sian sent the December financials via email prior to the meeting. Sian reviewed the report with the Board:</p> <p>5K Run 1K Walk: \$3882 - \$1882 over projection Barnes & Noble Night: \$567 - \$317 over projection Five Below: \$37 Amazon: \$223 so far; still to come November will be \$191 & December will be \$225 – we are already \$190 over projection Target: \$1583 - \$633 over projection Kid Stuff Coupon Books: \$2262 - \$762 over projection & more than double than last year. Pizza Bingo \$1005 - \$633 over projection</p>	

Vice President of Membership & Services**Lisa Nishikawa**

Discussion	Lisa Nishikawa presented the Membership & Services Report.
Nothing to report.	

Vice President of Social Functions**Marcy DelOrefice**

Discussion	Marcy DelOrefice not present
Lisa Nishikawa mentioned idea's for Earth Day: gathering ink cartridges for recycling, batteries – Kim Koelle is the Chair.	

Vice President of Fundraising**Laura Mills**

Discussion	Laura Mills presented the Fundraising Report.

Vice President of Cultural Arts**Carla Ojha**

Discussion	Carla Ojha not present

Committee Report – ISC**Lindsay Andreuzzi**

Discussion	ISC Report
<p>Lindsey attended the recent ISC meeting and reported to the PTO the 3 main topics:</p> <ol style="list-style-type: none"> 1. Nutrition guidelines – these are impacting fundraising throughout the district (no bake sales) 2. Keystone Exam – new graduation requirements 3. Math in Focus – new math curriculum, current 3rd graders started with it in 1st grade – this year 4th graders switch to Math in Focus. Parents have expressed concern. The district has held some Open Houses for parents to learn more about it, but the times were not convenient for some working parents. The district plans to hold more. Lindsey also stated that a vote passed for 5th & 6th graders to switch to the new curriculum next year. 	

Committee Report – Student Directory**Michelle Barton**

Discussion	Directory
<p>Michelle Barton revisited the proposal to revert Directory back to a fundraiser, given the reduction in fundraising in recent years. Laura Mills mentioned that she supported the Directory being a Service. It was discussed how Hillside is the only school in the district who does not use the Directory as a fundraiser and since the PTO is looking to gift a huge item this year, we may not be able to afford to continue to do without the approximately \$3000 in profits (as has been raised in past years). Pricing was also discussed – Michelle proposed \$7 for 1 Directory and 2 for \$10; teachers/staff will continue to receive 1 directory free of charge and the pdf, additional directories for teachers/staff would be \$5. Further discussion centered on pricing of \$5 for each directory, which is lower than most other schools. Due to time constraints and several board members not in attendance, Michelle suggested the Board table the discussion, suggesting a vote at the next meeting.</p>	

Old Business**All**

Discussion	Parent Social
<p>Lori update the Board on the discussion from December's meeting regarding the location of the Parent Social – there will be no change this year. With the need for more aggressive fundraising this year, a desire for a Silent Auction was expressed by many attendees.</p>	

Committee Report – Cultural Arts Endowment Fund**All**

Discussion	Parent Social
<p>Lori recapped the Executive Board meeting held on January 8th to discuss the establishment of guidelines for the Cultural Arts Endowment Fund – it was decided that a CA Endowment Fund Board will be formed and formal guidelines written and reviewed by a qualified attorney to ensure their validity. At the Executive Board meeting, special guests Trudy DiNardo & Aiyoko Siegel provided the background on the establishment of the Fund in 2000 and the intentions of the PTO Board at that time. A decision was made at the Executive Board Meeting that Hillside's Guidelines will be based off of Devon Elementary's Guidelines given they have already been vetted by an attorney and been in use for many years. The first draft of Hillside's guidelines was started that night and a 2nd Executive Board meeting will be scheduled to continue drafting the guidelines.</p>	

Adjournment**Lori Benedict**

Discussion	The meeting was adjourned.
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