Hillside Elementary School

### **PTO Board Meeting**

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| Minutes | February 9, 2016 | 9:15 am | HES Teacher’s Lounge |
| Meeting called by | Jessica Littleton | | |
| Type of meeting | PTO Board Meeting | | |
| Facilitator | Jessica Littleton | | |
| Meeting Minutes by | Kathleen Gribb | | |
| Attendees | Mrs. Diane Cohle, Kathy Gribb, Tracy Johnson, Jessica Littleton, Mrs. Lisa McIntyre, Nicole Scherer | | |

Agenda Topics

**Call to Order/Welcome Jessica Littleton**

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| **Discussion** | Jessica Littleton called the meeting to order at 9:15 a.m. She motioned to approve the January Meeting Minutes. This was seconded and the minutes were approved. |

**Principal’s Report Mrs. Diane Cohle**

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| **Discussion** | Mrs. Cohle presented the Principal’s Report. |
| Mrs. Cohle thanked the PTO for all their help with the Parent Social, the Staff Breakfast and the Valentine’s Day Parties. The Third Grade students really enjoyed the Writer’s Workshops held the week of January 18th and taught them various aspects of the writing process across various fields.  **Upcoming Events –**  **February 22 –** PINK Day – In honor of Mrs. Rachel Paster, the students and staff are encouraged to wear pink  and to bring in $1 to donate to the Rachel Paster’s Helping Hands organization. This idea was  “stolen” from Beaumont Elementary. They do a similar event to raise money for Breast Cancer.  **February 24-26 –** Half days for Parent/Teacher conferences. Lunch will be served. This year conference sign-ups  were done online which seemed to go well.  **March 4 –** Spirit Day - students and staff are encouraged to wear Hillside Spiritwear.  **March 9 -** The Fourth Grade will attend the Valley Forge Middle School musical “Seussical”  **March 15 –** The Fourth Grade PAL Fair - 2:00 p.m. for Hillside Students and 6:30 p.m. for families. | |

**President’s Report Jessica Littleton**

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| **Discussion** | Jessica Littleton presented the President’s Report. |
| **Volunteer Clearances –** Clearances will be needed for anyone interested in volunteering during the 2016-2017 school year. The parameters have changed and events that did not require clearances in the past may now require them. Mrs. Cohle will forward the new list to Jessica in March. This discussion will be tabled until then.  **PAL Boards –** Michelle Barton suggested that the school store sell the presentation boards needed for PAL. About 80 families purchased. All proceeds will be donated to Mr. Pechin to help cover the cost of the relay t-shirts for the Fourth Grade. Michelle will advise about continuing next year.  **Drawing Club –** The Drawing Club has proven to be a very popular program. We are currently in our third session for the school year. Jessica wanted to clear up some confusion … the woman who runs the program recently stated that it was “no longer a PTO sponsored event”. Tracy Johnson thought this might stem from the fact that we can no longer send information home via backpacks and thus she had to reject the September handout. Since then the information has been going directly to Beata. Going forward all information should flow directly through Tracy. | |

**Vice President of Cultural Arts Nicole Scherer**

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| **Discussion** | Nicole Scherer presented the Cultural Arts Report |
| **Writer’s Workshop –** The Third Grader had the opportunity to work in small group with nine local writers. Areas of interest included: newspaper (The Inquirer), sports writing, food critic, singer/songwriter, and novelist. There were two sessions for the students. They were able to learn about the process each writer goes through and then actually put that skill to use. This program occurs every other year and is always a big hit at Hillside. DELTA has expressed interest in resuming this program.  **Upcoming Events –**  **Carol Spacht –** Carol will return to present “Betsy Ross” to the Fourth Grader students.    **Master Chang –** Due to the snow, Nicole had to reschedule Master Chang’s visit.  **Step Afrika! –** Step Afrika! will perform for the Hillside students on Tuesday, March 1st. The performance will be a smaller,  shorter version of their show (about 5 dancers and last about 45 minutes). Full performance can be seen  at Radnor High School on Friday, March 4th. This will include the full dance troop (10-12 people) and will  run about 90 minutes. Nicole will distribute a “study guide” for teachers to share with their classes. The  study guide will go over the history and culture of stepping.  **David Wiesner –** This year’s author visit will feature David Wiesner who has won three Caldecott Medals for his work. Ms. Lucy will be reviewing his books with the students during their library time. Book orders will go home next week. Nicole thought it was important for everyone to spread the work so we can get more parents to attend.  **Art Goes to School –** This will be a weeklong event starting Monday, March 14th.  Nicole stated that she is continuing to plan for the 2016-2017 school year and would like to explore fundraising specifically for Cultural Arts. This would allow her expand our program and host even more events such as: a hip-hop dance troop and a Poetry Jam performance. | |

**Treasurer Maura Harley J**

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| **Discussion** | Jessica Littleton presented the Treasurer’s Report. |
| Maura Harley and Maria Rick were both unable to attend today’s meeting. Maura emailed the Treasurer’s Report for everyone to review. There haven’t been any big changes since her last report. Maura will review in more detail at the March PTO meeting. | |

**Vice President of Fundraising Laura Mills J**

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| **Discussion** | Jessica Littleton presented the Fundraising Report for Laura. |
| * Parent Social raised over $7,000. Participation was down but we still did well. * Campbell Soup labels program is being discontinued next year. This will not affect the budget as we just have been accumulating points. Colleen Barth stepped up and took over the program this year. She said we most likely will “cash out” at the end of the school year in the form of Visa gift cards. * Laura recently learned of a parent who wasn’t aware of the electronic communications available, Highlights, Blast, PTO website. She will reach out to Jane Balsan to make sure this information gets out to all the parents. * T/E’s Got Talent is being held on Thursday, March 31st, 7:00 p.m. at Conestoga High School. Teachers and staff from all eight T/E schools will be performing in a talent show. Funds to benefit ARCH. Mr. Pechin is the point person from Hillside. Should be a fun night! This information will be added to Highlights and Blast emails. | |

**Vice President of Social Functions Maria Herr**

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| **Discussion** | Maria Herr presented the Social Functions Report. |
| Maria was not in attendance. Nothing to report. | |

**Vice President of Membership & Services Tracy Johnson**

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| **Discussion** | Tracy Johnson presented the Membership & Services Report. |
| **Email submissions -** Tracy reminded the group to adhere to the deadlines when submitting items for the Highlights and Blast emails. Recently Rashika Senapathy pulled back the Blast after receiving an important item past the cut-off.  **School Store Donation -** The Fourth Grade voted to donate proceeds from the school store to the Main Line Animal Rescue.  **Hershey Park Discount Tickets –** Flyers will be available for distribution soon.  **Yearbook –** We are making **s**low and steady progress. The Yearbook committee has a good “To Do” list that they are working on. Carolyn Noll created a Dropbox folder for each teacher and instructed the shutterbugs to download their pictures to the appropriate folder if possible. Mrs. Cohle will submit her “Letter to the Fourth Grade” to Carolyn Noll once completed. | |

**Old Business**

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| **Discussion** | **Fun Run –** Nicole Scherer has spoken with her contact, Shannon, to get more information on the Fun Run. She distributed a “Fact Sheet” to everyone. The Fun Run is a two-week program. There is no cost to Hillside. The Fun Run organization pays for all their expenses and all student items. When they arrive, they first meet with the teachers to explain the program. Next, they hold an assembly/pep rally including inflatables to get the students excited about the event. Every day for 5 days, “coaches” will go to the classrooms to teach the kids about exercise and being healthy followed by a “review” day just prior to the race. The day of the race we would need to have parent volunteers to check the number of laps the children run. There will be two races, one for the lower grades and one for the upper grades. Students get pledges of $1-2 per lap to raise money. A lap consists of a small loop, typically the students run 25-20 laps.  They claim schools can raise as much as $50,000. Nicole’s sister-in-law’s school raised about $20,000. 48% of the proceeds go to the Fun Run organization, the remainder is for the school. Fun Run does recommend that this is the only fundraiser held during the school year to boost participation. Nicole suggested that if we did not continue the Parent Social, this might be a good/fun event to take its place.  Nicole asked when a good time would be to hold such an event and the board all agreed that September through late October would be an ideal time. Nicole will follow up with Shannon to see if she can reserve an October date. |

**New Business**

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| **Discussion** | **Parent Social –** The Fun Run discussion spawned a discussion about the Parent Social. Jessica Littleton asked the group if maybe it was too expensive. Kathy Gribb showed the board an advertisement for a fundraiser at The Desmond that was $65/per person and included a buffet dinner and a band. Nicole suggested that we clearly communicate how we spend the proceeds and show parents the actual dollar amounts spent on the various Cultural Art events. It is important to remind parents that without fundraising the events that the children are talking about (i.e. classroom parties, assemblies, etc.) will no longer be possible. We tabled the discussion at this point since Laura Mills was not in attendance. |

**Adjournment Jessica Littleton**

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| **Discussion** | The meeting was adjourned at 9:54 a.m. |