

Hampton High School PTO Meeting Minutes October 2, 2018

Attendees: Sandi Andrews, Diana DiMaria, Donna Dysert, Jill Hamlin, Dr. Imbarlina, Carma Lamm, Patty Langer, Maureen Perkins, Diane Staggers. Sharon Vay participated on speakerphone.

The meeting was called to order at 10:13 a.m.

Principal's Update – Dr. Imbarlina

- Dr. Imbarlina reported that today's evacuation drill was a success with the students and faculty evacuating the building and entering the stadium in 17 minutes. The students were counted in 5 minutes. Possible changes to implement for future drills include:
 - Instructing students to walk behind the guardrails to allow room for fire trucks on the road, and
 - Designating adults to stand in for teachers in the event that the teacher is unable to accompany his or her group to the stadium.
- The staff has been discussing with students that in an Active Shooter Drill, they have three options: run, hide, or fight. Students have been encouraged to think about where exits are and how to communicate with emergency personnel. They have been reminded that they are allowed to and should call 9-1-1 in an emergency.
- The Busy Bean Coffee Shop is up and running and it has been very successful. Special education and regular education students have been working together to run the shop and practice job skills.
- The PSATs will be administered to sophomores and juniors on Wednesday, October 10th.
- The Naviance website will be expanded to include a grade 3-12 portfolio, which will be a requirement at some point in the future.
- Dr. Imbarlina asked if the group received the Infinite Campus message that she sent out last week for the PTO. There are some growing pains with links that are sent out on Infinite Campus (such as the links for signupgenius.com) and Dr. McKaveney is working on it.

Executive Board Reports

- *Co-Presidents – Sandi Andrews*
 - Approximately 120 families signed up for the PTO at Open House. We are considering a targeted mailing to families that have not joined. Membership forms will also be available at our Talbot Tailgate booth.
 - Our October newsletter will focus on sharing some of the positive things that the PTO has done for the school and explaining how to access the HHS announcements and enrichment opportunities.
- *Secretary – Donna Dysert*

The minutes for the September 11th meeting have been approved and a copy was sent out via Infinite Campus in the September newsletter. They will be posted on the website when Anthony is ready to have new material posted there.

- *Treasurer* – Sandi Andrews / Diane Staggers
Due to time constraints, the 2018-2019 budget, August Treasurer Report, and Overview of September Financials will be discussed and voted on via email.
- *First Vice President* – Sandi Andrews for Gail Scott
There are currently no pending teacher requests.
- *Second Vice President* – Diana DiMaria
Diana will send out information in the November letter detailing steps on how to access the HHS announcements and the enrichment opportunities available to the students.
- *Key Communicators* – Diana DiMaria and Carma Lamm
 - Dr. Loughead has asked the Key Communicators to be factual ambassadors for the district. Dr. Loughead and Dr. Cunningham are both very open to communication from parents and would like parents who have concerns to share them with the administration.
 - School Start Time – If it is feasible, the school start time should be later. A committee will be formed including representatives from affected groups, such as transportation and athletics, as well as representatives from all five schools. People wishing to share their input on the matter should share it with either Diana or Carma; whomever is designated as our high school point person. (TBD)
 - There will be another Opioid Summit in January for seniors only.
 - Student athlete leaders met with Kevin Stevens, a Pittsburgh Penguin star who battled opioid addiction and discussed his experiences with them.
 - The district is planning to offer Google training to parents. The sessions will be broken into age groups.
 - Based on recommendations from visiting art curriculum specialists, Hampton’s art curriculum will be rewritten to better meet the needs of Hampton art students.
 - District counselors and nurses are receiving training on mindfulness and being in-the-moment.

Old Business – Sandi Andrews

- *Banking* – PNC Bank has refunded our service fee and Sandi plans to close the PNC checking account and transfer the balance to our First Commonwealth Account. First Commonwealth has charged us for our checks, but Diane will contact them to get that charge reversed.
- *Board Restructuring* – Sandi shared a graphic depicting the new board structure that she and Sharon would like to implement. It includes the five executive board positions (Co-Presidents, First Vice-President, Second Vice-President, Treasurer, and Secretary) and eleven committee positions. Six of those committees will be ongoing standing committees that will have a vote, and the other five will be special committees with a

singular function that will not have a vote. This structure will result in eleven voting positions when all committee positions are filled. Sandi made a motion to approve the new board structure and the vote passed.

- *Open Board Positions* – Open board positions include Hospitality, Volunteer Coordinator, Prom Day Events, and Welcome Committee.

New Business – Sandi Andrews

- *Student / Teacher Hospitality* – October 24th and November 7th are extended days for teachers. The group was asked to brainstorm what we could do for them as a small treat to enjoy while they stay until 5:00. We will plan the first date, since it is so imminent, and perhaps request parent volunteers to donate items for the second. Halloween treats and use of the Busy Bean Café were discussed as options to explore.
- *Evening PTO Meeting* – We had hoped to have our October meeting be an evening meeting that featured Officer Zola and Mr. Sciuolo addressing school security. Both men, however, are unavailable in the evenings until January. We will try to schedule an evening meeting with them at that time.
- *New By-Laws* – Sandi and Sharon drafted new by-laws to reflect our new board structure and distributed them to the board members. We will review and vote on these by-laws by e-mail due to time constraints.
- *Prom Day Event* – Sandi spoke to Mrs. Taylor, the junior class teacher representative, regarding the prom. Suggestions from this meeting include:
 - Having no delineation between the prom and after-prom; making it one event.
 - Giving the students a budget and the costs of various options, such as hypnotist, tattoo artist, comedian, ice cream bar, etc., and having the juniors and seniors decide, through a survey, how they would like to spend the budget.
 - Offering two release times from the event to accommodate student preferences and the logistics of dismissal.

The prom will be held at the Omni William Penn again this year and will be preceded by a Prom Walk at the high school. The PTO will support the Prom Event monetarily and with parent volunteers, but the students will decide how the money is spent.

Standing and Special Committee Reports

- *Blood Drive* – Donna Dysert
The canteen is staffed by two parents during all shifts for the October 10th drive.
- *Talbot Tailgate and Booth* – Patty Langer and Sandi Andrews for Liz Perrone
 - The plans are set for our PTO booth. We will be selling hot dogs for \$2.00 and soda for \$2.50. PTO membership forms will be available.
 - PTO booth shifts have been filled.
 - Most of the groups who have booths have paid their booth fees and all of those groups have received their paperwork.
 - Tailgate shirts are to be delivered Wednesday, October 3rd.
 - Tailgate signs will be posted at the corner of Wildwood Road and Route 8.
 - We plan to keep the event outside unless there is heavy rain.

- *Concession Stand* – Jill Hamlin
 - This Friday is our Homecoming, so game attendance is expected to be high. We currently have six adult helpers and more are needed.
 - The theme is Pittsburgh Favorites. Jill and Michelle are adding a cookie table to enhance the theme. Cookies, along with other menu items, are needed.
- *Website* – Sandi Andrews for Anthony Watson
 - Online registration for PTO membership is ready to go, but online payment is not. The application Square is not meshing well with the website.
 - Board members with access can add PTO events to the website.
 - Anthony is working on allowing members to print the directory.

The meeting was adjourned at 12:08 p.m.

Respectfully submitted by
Donna Dysert, HHS PTO Secretary