

## **Hampton High School PTO Meeting Minutes September 11, 2018**

**Attendees:** Sandi Andrews, Diana DiMaria, Donna Dysert, Mark Farabaugh, Rebecca Gaynier, Jill Hamlin, Dr. Imbarlina, Carma Lamm, Lynn Leppert, Gail Scott, Diane Staggers, Lisa Williams. Sharon Vay participated on speakerphone.

The meeting was called to order at 9:08 a.m.

### **Principal's Update – Dr. Imbarlina**

Dr. Imbarlina reported that the Back-to-School Bash organized by student council was a great success. The students are preparing for Homecoming and Open House will be held this Thursday, September 13.

Hampton High School will host a health summit for seniors on December 12 to address and combat opioid addiction. The summit will include:

- A keynote speaker who will address healthy living and the heroin crisis
- A bystander intervention presentation
- Workshops
  - Stress Management
  - Success in the Workforce
  - Self-Advocacy
  - Staying Healthy, presented by a college athlete
  - Nutrition on the Run
  - Social Media Pitfalls
  - Fitness

Dr. Imbarlina shared that two area high schools in Butler and Beaver Counties have had students overdose this year and HHS does have Narcan on hand. She also showed the group a traditional vape pen and a JUUL vape pen, which looks like a USB. Hampton High School currently treats vape pens and JUULs like cigarettes when a student brings them to school.

### **Co-Presidents' Report – Sandi Andrews**

When Sandi and Sharon agreed to assume the responsibility of PTO co-presidents, the PTO board was comprised of 33 working members. They would like to restructure the PTO to be more like the Hampton Middle School PTO. This will involve changing some by-laws.

### **Secretary's Report – Sandi Andrews**

The May 8 Minutes were approved on May 22 and posted to the PTO website.

### **Treasurer's Report – Sandi Andrews**

Last year was very successful. The PTO was under budget for the year. We ended the year with \$14,592.64 in Total Cash. Our by-laws require us to keep \$3,000 in reserve and PNC Bank requires us to keep \$5,000 in our checking account. Our current available cash is \$9,198.13 as compared to our available cash at the beginning of last year, which was approximately \$900.

We are in the process of closing our PNC account. New money we receive is being deposited into our First Commonwealth account. First Commonwealth covered several fees for us as a courtesy to a community non-profit organization. They also permit 500 transactions per month without fees. We are still waiting for the PNC district manager to approve the return of our \$137 in fees paid last year. We will have to decide whether to keep a minimum of \$500 at PNC in hopes of having those fees returned.

The end of year budget report was approved.

### **New Business – Membership – Sandi Andrews**

We plan to collect membership dues of \$10 per family this year and hope to be able to do so online. The dues drive will be focused on access to the online directory.

The PTO would like communications to be sent out to all parents, regardless of whether they are PTO members. The district has agreed to send out for us a monthly blast to high school parents.

The directory will be an online version only, although there will be an option for individuals to print it. PTO membership will grant access to the directory and the PTO will print directories for those families without online capabilities. People can sign up for membership at the Open House on Thursday, and they can pay their dues by check or online. The Hampton solicitor is inquiring if we can include parent e-mails in the directory, given that the parents have voluntarily given the e-mails to us.

The motion to approve the \$10 membership fee and publication of an online-only directory for PTO members was passed.

### **New Business – PTO Board Restructuring – Sandi Andrews**

In an effort to minimize the number of voting board positions and streamline the voting process, the PTO board is being restructured and the following voting board positions will be eliminated, added, or changed:

- Blood Drive – The school nurse had expressed that she wanted autonomy over this endeavor. The PTO will continue to provide support in the form of volunteers to assist with registration and the canteen during the days of the three drives. The motion to eliminate the Blood Drive Committee passed.
- Talbot Challenge – The athletic department will be running this event and plans to make it more inclusive to students by including groups of band students, drama students,

spring sports athletes, and other student groups wishing to field a team. The motion to eliminate the Talbot Challenge Committee passed.

- College Panel – The guidance department will be asked to organize this event. A vote on this issue will be taken after the issue is discussed with the guidance counselors.
- Key Communicators – It was decided that having three Key Communicators in the high school was too many. Two positions would work better. Carma Lamm and Diana DiMaria will continue in their roles as Key Communicators and the position left after Rebecca Gaynier completed her two-year term will not be filled. The motion to reduce the number of high school Key Communicators from three to two was passed.
- Representative to the School Board – Sandi Andrews, Carma Lamm, and Jill Hamlin expressed how there is liability to the PTO inherent in allowing committee members on the board who do not have children in the school. Best practices indicate that school groups should be closed for this reason. The motion to change the bylaws to reflect that PTO board members must be parents or guardians of a current Hampton High School student was passed.
- After Prom / Prom Walk – Although everyone agreed that this job is an extensive one that will require the efforts of more than one person, for voting purposes, this position will have one vote. If co-chairs share the position, they will share the vote. The position will be renamed as Prom Event Coordinator. The motion to restructure the After Prom / Prom Walk Committee to a Prom Event Coordinator position with one vote on the board passed.
- The motion to approve Maureen Perkins as the new Ninth Grade Representative passed.
- The motion to approve Donna Dysert as the new PTO Board Secretary passed.
- 2<sup>nd</sup> Vice-President of Communication – Sandi and Sharon would like to create a position for a 2<sup>nd</sup> Vice President, similar to the position of the same name on the middle school PTO. This position will be responsible for all PTO communications plus developing and maintaining a social media presence for the group.
- Sandi would also like to add some student representatives to the PTO Board in an effort to solicit student opinions and generate student buy-in with plans. It was suggested that this group be a rotating, random group of students for the purposes of culling ideas from students who do not generally offer them and relieving the burden of student leaders who are already very busy helping in the school.

Sandi indicated that she and Sharon would like to do more as a group for the teachers, such as offering Open House meals for teachers unable to go home between the school day and Open House, recognizing teachers on Teacher Appreciation Week, and putting small treats in teacher mailboxes.

A draft of the Proposed 2018-2019 PTO Board Structure was handed out.

The meeting was adjourned at 11:08.

Respectfully submitted,

Donna Dysert