

HHS PTO Board Meeting Minutes  
Thursday, October 5, 2023

Start Time: 9:11am

Attendees: Trish Buben, Ann Craig, Amanda Custer, Diana DiMaria, Melissa Edwards, Christy Farrell, Autumn Gindlesperger, Monica Hoehler, Tracy List, Michelle Merritt, Maureen Perkins, Amy Solomon

**Dr Imbarlina**

- HOCO was a success
  - Comments at PTO meeting were that they ran out of water; ideas for next year - large dispensers water/drinks?
- PSATs readiness check was completed; PSATs are Oct 17; all students dismissed at 1:31.
- What is the plan for kids that missed the PSAT check - XC Team
- End of 1st Qtr Oct 27
- SATs will be digital starting Spring of 2024
- Blood Drive October 18

**President**

- New Business
  - Thanks to everyone for Talbot Tailgate and HOCO support
    - Discussion of Tailgate T-shirts - Maureen & Diana to have a zoom with Gina Potter
  - Sent out the list of PTO Board and the emails/contact info
    - The PTO emails will be the gateway into the shared file
    - Maureen & Christy own all the emails; if you log in you will see access to a shared file; a way to share files with each other and leave a legacy for the future board members
  - Big PTO events that we run that the president has spearheaded; and we want to push that out into the organization
    - Amy will do Refresh Your Desk;
    - Michelle Merritt will shadow Hospitality for Holiday Breakfast;
    - May Teacher Luncheon - Hospitality and Amanda Custer to help
  - Extended Day Nov 15th. Sweet & Salty; Teachers and Staff; needs to be ready at 3:00. Jill & Michelle Csajka, Mandy C, Trish Buben & Lisa Phillips-Spiess will run Lisa will shadow & setup around 2
  - Prom Walk and Bus - regroup with Amy Faith - Diana to take the lead on Prom- are we having all the students meet at the school and using coach buses? Nice coach buses and wrapping that into the ticket price; Prom is May 3rd
  - For the seniors there will be an Elementary clap-out Maureen has this action

## **1st VP**

- Budget for Grants are \$300; Budget for Student Outreach \$1500
- Grant Request 1 - Erin Marron, Library Media Specialist - Positive Behavior Intervention Support - would like to purchase prizes for students as rewards; Busy Bean gift card, Sheetz gift card, pizza at lunch - requesting \$250 - Approved from Student Outreach Budget
- Grant Request 2 - Kirsten Nelson School Nurse - request for mini hepa filter for the nurse's office to provide education about the importance of indoor air quality and help with students with allergies/asthma - table for Dr. Imbarlina
- Grant Request 3 - Andrew Halter - Instructional Coaching Dept; breakfast and lunch items to be provided/incentivize teachers to attend optional professional development; Requesting \$300. Would like more info - how many people attend? Did fund \$300 last year but not sure how much was used in past; Is it Metz or something else?

## **2nd VP Communications**

- Will need a sign-up genius for next football Game Oct 20 and Blood Drive Oct 18

## **Treasurer**

- Concession Stand - above where we thought we would be at this point
- Operating cost about \$2000 each time but income higher than expected, Had Left over soup; ran out of pizza, taco meat, buffalo chicken dip; ran out of drinks;
- Membership is a little below where we thought we would be
- Need to talk with Glna about the Talbot Tailgate proceeds
- Spirit wear last year was about \$229.

## **Hospitality**

- Threading the Needle- spirit wear sales; numbers are still coming in; Issues with distribution without Diana in the building; could we use the front vestibule as a distribution point? Need to discuss with Dr. Imbarlina. Maybe we need a PTO person to help distribute T-shirts occasionally - Maureen/Diana to discuss offline Possibly talk with the art dept to help with the Tailgate design for next year

## **Secretary**

- Minutes from last meeting were approved

## **Key Communicator**

- Only having 4 meetings this year
- Went over the Operational Plan
- Met the new Athletic Director
  - Has a lot of ideas for community engagement; Holiday toy drive?
  - Has the live streaming going for every game
- Talked about Mrs. Panza starting in Dec.

- Added Elementary psych intern and a state grant for a counselor from Western Psych 40hrs split District-wide
- Learning 2025 District to Watch
- Guest Substitute Teacher Program
- One-on-One Device insurance
- Obligations email - no way to tell if your student has an obligation; Obligations are only housed and managed by Lisa Graff; if you don't serve detention you will have an obligation
  - PTO Meeting discussion - in addition to Obligations not being visible to students/parents Community Service hours and Job Shadowing hours are not visible either and turn into Obligations if not completed in time

### **Blood Drive**

October 18th. Need to get a sign-up genius out for volunteers 9am - 7pm; 2 people at a time until 3 and then 1 person after 3.

Finish Time: 11:00