

General Meeting Agenda
September 15, 2016
9:15am @ Haine School

Kara and Jody:

- Welcome back and officer introductions
- Voting in new Parliamentarian (Teresa Miklos), Book Fair (Robin James, Brandi Ruiz), Yearbook (Brandi Ruiz), Humanitarian (Emily Blakesley), Staff Appreciation (Karen Roberts, Kelley Broecker), Holiday Shop (Jodi Mischik, Stephanie Cohen). Voting = Approved
- All members invited to attend PTO meetings
- Flyer approval, send to Kara/Jodi 1st. Will receive approval via email. Put initials in bottom corner (President, Co-chairs, Principals) and copying hours
- Obtained Annual Movie License, covered for HES and HMS events, classrooms, principal events
- Facility Request Forms will be in mailbox once printed, needed for all events. Preliminary all completed except for book fair. Approved copies passed out.
- Please copy both Jody and Kara on e-mails to ensure that they get back to you
- Kara distributed last years, thank you notes for people to review
- Future meetings – only committees who had events past month or future month will report. If you have anything you need reported, please email Kara in advance
- Agenda/Financials will be emailed prior to general meeting
- Supplies are located on Blue Stage Gym as well as filing cabinet across from copy room. School secretaries have keys for locked cabinets. Please check for supplies before purchasing any new.
- PTO Mailboxes in HMS office

Mrs. Toy:

- Air Conditioning Project is completed and went well!! Included fire alarm upgrades and Internet upgrades
- NWEA assessment testing being performed now, grades 1-4 being completed in class due to new Internet upgrades, K in computer lab broken into 4 windows
- Thank you for Olweus kickoff assemblies and support at home emphasizing messages
- Children's Institute community outreach program, Kids on the Block, a puppet show about diversity and acceptance was in school on Tuesday. Message tailored to grades.
- School Pictures scheduled for HMS 9/28, HES 9/29
- HES Literacy Kickoff 9/30, in house assembly "HAINE STUDENTS ARE RED CARPET READERS." SVHS Thespians Club will be coming to perform for assembly. Red Carpet being laid out for school arrival with DJ (looking for Parent Volunteers to help with morning arrival)
- 10/17 SVHS Guest Speaker, Author of book, "American Girls Social Media and Secret Lives of Teenagers." Book available on Amazon. Open to parents.
- HMS Career Day 11/10. Looking for parents to present regarding careers.

Dr. Rocky

- HES School Counselor. Classroom lessons taking place monthly. If you need any information or assistance, please give me a call.

Parliamentarian:

- Will be going over By-laws and Standing Procedures for updating
- Will take care of HNN (morning announcements) for committees, email Teresa any announcements you would like to be announced. Mrs. Toy said that if you want announcement on TV's add that on also.

1VP Volunteers:

- Membership goal: \$900, Forms due 9/30/16
- Please use take a look at PTO Manager to see who has volunteered for your area
- Send welcome to those interested in your committee
- Directions for PTO Manager in committee binders or contact Jenn/Jessica for assistance
- Upcoming events:
 - Picture Day: HMS Sept. 28th, HES Sept. 29th
 - HES Fall Parties: Oct. 28th 12:50pm – 1:15pm (4 volunteers for parent check-in)

2VP Publicity:

- Looking for someone to fill position
- Electronic Newsletter for September is online. Newsletter to be sent out around this 1st of every month, please have articles to Shelly Rushe
- 419 "Likes" for Facebook

VP3 Fundraising:

- All Fundraiser forms must be submitted to Heather Lewis at SVHS for approval

Treasurer:

- As of 9/15, Checking account balance = \$24,245.23
- As of 9/15, Money market account balance = \$75,687.14
- Budget was distributed
- Check request form is online, include copy of receipt or email Treasurer receipt if an online order

Secretary:

- After Hour Volunteer Lanyards are hanging on shelving on Blue Gym stage – Please use for PTO volunteers if your event is after school hours
- Committee chairs to write their own thank you notes for donation. Please let Secretary know who you are getting donations from so we can track for the year

Committees:

Assemblies:

- Sept. 6th \$701,584.75 (Last year's Pgh Zoo not taken out at \$330,500)
- With Zoo assembly taken out we have \$371,084.75 (1,484 students)
- HMS Anti-Bullying on Sept. 6th, 9:15am Jay Banks
- HES Anti-Bullying on Sept. 9th, 9am & 1:30pm Josh & Gab
- HES Children's Institute – Diversity on Sept. 13th
- HES Jump for Jill for Red Ribbon Week – Sept. 24th

Beach Blast:

- May 30th, 2017
- 6th grade sendoff, only parents allowed to attend are those who have helped plan.
- Need chairs for event (Raffle, Decorations, Food, Entertainment)

Book Fair:

- Scholastic Dollars \$6343 (K, 5th and 6th, \$500 to Mrs. Larson, \$750 grading period top readers, \$100 gift certificate for Staff Appreciation/Raffle)
- Fall Fair
 - Teacher Preview Breakfast
 - Set-up on October 17th
 - Kick-off is on October 19th 4:30pm – 7:30pm
 - School Days October 20th, 21st, 24th, 25th, 26th
 - Make-up shopping/Clean-up Oct. 27th

Box Tops/Tysons/Campbells:

- Box Top Balance as of Sept 6, 2016: \$1,282.10
- Campbells balance as of 9/6/16: 54,164 points, Campbells being discontinued

Drive for Kids:

- Scheduled for November 5th during Fundraiser pick-up
- Fill out form, drive around parking lot – school earns \$10
- PTO members said they have never been contacted by care companies

Family Fun:

- Movie Night – Sept 29th 6:30pm-8:30pm – “Hotel Transylvania”
- BINGO March 16th 6:30pm – 8:00pm
- 4th Grade Game Day – May 26th

Family School Dance:

- February 14, 2017
- Max & Erma's will be donating a Sundae Bar

Fundraising:

- Pick Up Day Nov. 5th 10:00am-3:00pm
- Goal = \$30,000, Current sales = \$28,200 without 5/6 grade sales
- Prizes: Top Class Participation prize – basket for classroom
- Individual top sales winners:

	K-4	5-6
1 st	\$150.00	\$150.00
2 nd	\$125.00	\$125.00
3 rd	\$100.00	\$100.00

Giant Eagle/Ink Cartridges:

- Apples for Students runs Oct. 1st – March 17th 2017
 - Code 0414
 - October 1st first point period begin

Haine T-shirt Sales:

- Delivery for early Oct.
- Orders still being received, need to place order and then collect late orders and do an order in October

Holiday Shop:

- New in school shopping this year!
- Shopping days Nov. 14th, 15th, 16th, 17th and 18th –Elementary LGI
- Evening shopping Nov 17th

Humanitarian:

- Sending email to teachers about Back to School Supplies for students in need
- Creating flyer for Haine T-shirt recycling project
- Collecting donations for Nurse
- Continuing Pop Tabs, collected 33lbs (\$10) last year but kids like doing it.

Raffle:

- New this year!!
- Sept raffle pulled Sept 22nd – prizes = \$10 Staples gift card, \$25 Applebees gift card, \$20 Itunes gift card, Springfield Grille Mug and Be My Guest Card

School Banking:

- 2nd and 4th Thursday's of the month
- First Banking Day: Sept 22nd 8:15am to 8:40am outside HMS Office
- Banking Kick-Off Night Sept 20th – 6pm-7pm (family event, hope to have PNC rep)

School Store:

- First full week of the month on Tuesday (HMS) and Wednesday (HES)
- First School Store: Tuesday, October 4th and 5th

Spirit Nights:

- First Spirit Night of the year Wednesday, Sept. 14th @ Shearers, 2pm-9:30pm
 - Max & Erma's Oct. 14th and Jan 9th
 - Pizza Joe's Nov 7th and 8th
 - Five Below – Dec 2nd-11th

Spirit Wear:

- October 3rd Fall Kick-off
- October 14th orders due

Staff Appreciation:

- Welcome Luncheon went well
- Week of Oct. 17th Bus Driver Appreciation

TAG Art Program:

- Volunteers needed – assigned to grade level, present piece of Art to 1 class per month.
- Art bags with all information is provided, selected artwork is locate in hallway outside of cafeteria (TAG hallway)
- Bags and Bagels kickoff for volunteer presenters 9/26 10:00-11:30

Website:

- Rebuilt during summer because old host "GoDaddy" tripled prices
- Work in progress, please email any updates, changes, thoughts to Sheely Rushe
- Now accepting PayPal payments

Yearbook:

Online sales begin January 23rd

Next General Board Meeting: October 20th @ 7:00pm