

**Hillview PTO Executive Board Meeting
Hillview Conference Room
February 6, 2017**

Meeting Minutes

Present: Jody Buckley, Julie Nelson, Michelle Box, Betsy Muhlner, Sherwin Chen, Laura Paul, Kim Hinshaw, Cara Magliaro, Patti Buck, Chris Sewell, Deanna Schroder, Mary Martin, Gina Skinner, David Babbington.

Call to Order

Jody Buckley, PTO Co-President called the meeting to order at 9:03am.

Approval of Minutes

Chris Sewell moved to approve the January 17, 2017 Executive Board meeting minutes. The motion was seconded by Betsy Muhlner and approved unanimously by the Board.

Patti Buck, Volunteer Coordinator

No information to share regarding volunteers. System in place is working.

Kim Hinshaw, After School Activities

The MA Wrestling Mat Club want to change their time to start at 5pm-6pm instead of the normal start time of 15 minutes after school ends.

Mary Martin pointed out that many after school activities start later and she needs to speak with Danielle O'Brien about the logistics.

Working on having the Junior Chef company come back for an after school activity.

Laura Paul, MPAEF Representative

- The MPAEF Auction coming up on March 25th. We are still trying to figure out how to get more Hillview parties. One incoming 7th grade party. Maybe try to do Academy parties at the end of the year instead of beginning of year.
- Also, the teacher parties are historically at the end of the year. Last year we started to do more group parties - like dodgeball with teachers grouping together to host.
- If you know of any teachers that would be interested. The Hillview kids are much more less enthusiastic to do something with their teacher.

- The Summer Camps auction did not sell as well as they would have liked perhaps due to the information not getting out to the parents in time.
- School House Rocks Run will be on May 21st - starting and ending on Hillview field. If anyone from the Hillview PTO would like to join the Run committee our first meeting is this Thursday.

Cara Magliaro, Treasurer

- Donations are higher than we thought, as anticipated. We had a great friends of the library contribution. Individual membership contributions are at \$191,135.
- Right now we are halfway through the school year essentially, and we haven't spent half of our income. We will expect to see some bigger district bills come through and many expenses come through at the end of the school year.
- 8th Grade Graduation Party funds are lower than normal. If you have an 8th grader that is graduating then please remind them they can go to the PTO website to find the page where they can pay the \$50.00 ask for the graduation party. Currently, we are not soliciting before the Measure X campaign.

Michelle Box added that graduation is not really on parents' radar right now since graduation is so far away. Believe that the funds will come in later/closer to the the graduation.

Sherwin Chen asked when is the audit due?

Michelle Box reviewed the Standing Rules state that the audit is due in April.

It was noted that the balance sheet adjust and with the bank statements and adjust there was some difference which will need to be discussed.

Principal's Report, Mary Martin, Associate Principal

- Hillview Spirit week very successful with the sale of the Rafiki Bracelets.
- 7th/8th grade dance was successful with over 300 students attending and we had plenty of parent volunteers helping out.
- 8th graders have a lot of pressure building and anxiety about going to high school. Lots of testing for 8th graders coming up. The SBAC will have a Science portion for this year for 8th graders.

- 8th grade Mini courses are in planning phases and 6th and 7th grade students are still a little upset that they aren't having mini courses.
- Department of Education study is underway. The NAEP (National Assessment of Educational Progress) provides a clear picture of student academic progress over time and measures mathematics, reading and writing test for 8th graders. It is a random sampling test with 30 students sampled.
- We will have access to the Panorama Survey results this month which will be used to set goals for growth in areas that we will need to continue to work on. We won't receive individual data but school wide data.
- On Friday, February 3, all of our 7th and 8th grade students participated in our second round of Community Wellness Circles in PE classes. Led by parent volunteers, students studied empathy and revisited the skills learned in our first circle, such as listening skills and personal awareness. Parents were great, had lots of volunteers.
- Character Strong trait of the month is Commitment. The initial feedback from teachers is that they are seeing immediate changes from students.
- We've been hosting lots of shadow days for incoming 5th graders.

Teacher Report, David Babbington

- A big thank you from the teachers for the coffee cart!
- A couple of teachers going on leave. Ms. Barbosa taking over for Lisa Stickles in Spanish, who is leaving for Maternity leave. Mr. Wellman is taking over as a sub for Ms. Pham.
- 7th graders working on a unit on Anne Frank. Ms. Baptiste says students very engaged.
- Special thank you to Suneeta Chilukuri for helping with the Science Fair along with many other parents.
- Katrina Hagg, a mathematics teacher for 7th/8th wrote that" PTO has funded everything that I've bought in my classroom since 2014. Since Hillview is my first teaching job I didn't have anything, so I am very grateful to the PTO."
- Teachers are grateful for mini course help. Fun with Physics class was especially thankful for PTO help.

- Seven musicians were chosen to attend the CMEA Bay Sections Honors Festival on January 14th. One student, Hannah Drucker who plays the piccolo was chosen to perform a joint Concert on January 17th.

Nominating Committee Update- Michelle Box, Parliamentarian

On Friday February 3rd we sent four people an email thanking them for joining the Nominating Committee - 3 from Oak Knoll and 2 from Laurel/Encinal side. We still need one more person from Laurel/Encinal side. The nominating committee members must be current members of the Hillview Parent Teacher Organization.

Michelle Box moved to appoint the following four members to the 2016-17 Hillview Nominating Committee.

Karli Cleary
Kris Swanson
Tracy Gray
Domonique Matthews

Cara Magliaro seconds the motion, and all were in favor.

Nancy Witick already thinking about doing the Volunteer Coordinator. Patti Buck met with her so she has been thoroughly informed about the job.

Announcements

Hot Lunch - hot pizza out of the box will be served at hot lunch starting on the 17th of January.

Meeting was adjourned at 10:06am.