

**Hillview PTO General Meeting
Hillview PAC
October 22, 2015**

Meeting Minutes

Present: Michelle Box, Jody Buckley, Jeff Child, Naed de la Vega, Erica Galles, Willy Haug, Kate Kennedy, Carolyn Lynch, Cara Magliaro, Julie Nelson, Gina Skinner, Ken Wang, Loreen Jackson, and Caroline Bowers

Approval of Minutes - Gina Skinner

- Gina Skinner made a motion to approve (i) the minutes from the May 7, 2015 Hillview PTO General Meeting and (ii) the minutes from the May 20, 2015 Hillview Middle School PTO Special General Meeting. Naed de la Vega seconded the motion.
- The motion was approved unanimously.

Approval of Revised 2015-16 Budget - Naed de la Vega

- Naed de la Vega presented for approval the revised Hillview PTO budget for 2015-16. The budget was originally approved in May 2015 prior to the close of the 2014-15 fiscal year, but has since been revised at the beginning of the 2015-16 school year to reflect actual receipts and expenses, as well as other adjustments. Naed discussed various line items in the proposed budget:

Income

- Funds Raised: Funds Raised reflected slightly more donations to College Bound, but was more than offset by approximately \$4,000 less received from Camp Hillview donations.
- Cash Carryover from Prior Year: The largest revision in the proposed budget includes additional cash carryover of \$38,706 from the prior year. This carryover increases the Funds Available for General PTO Budget and is primarily being allocated to Academic Enrichment.
- In the proposed budget, over 85% of the proposed \$230,668 Funds Available for General PTO Budget is being allocated to Academic Enrichment expenses.
- Naed noted that PTO Sponsored Pass-Through represents programs that are reflected on the budget, but do not significantly affect the budget as revenues realized have corresponding expenses that net such revenues out.

Expenses

- Although most of the funds available for PTO expenses are used for Academic Enrichment expenses, other expenses are for Program Support and Technology/Operations. Some adjustments were made to various line items in Program Support and Technology/Operations to reflect more current estimates.
- There was discussion about the expense allocation among the various line items in Academic Enrichment. The discretion was given to the school to determine which expenses might require more investment. Willy Haug discussed some of the line items, including the expansion of club offerings to increase the opportunity for more students to find a connection or interest that appealed to them and recognizing the need for more technology with increased technology-related subscriptions, 3D printers, and a computer-based auto CAD for use in the woodshop.

Other

- There was discussion about PTO membership donations, which were felt to be a level that provided a good source of income. Donations for Camp Hillview were lower than expected.
- Questions were asked about scholarships for participation in sports programs. Scholarships are included in the Afterschool Sports budget to encourage all students to play.
- There was discussion about matching donations and the focus on encouraging families to participate, as opposed to the actual level of donation.

Naed de la Vega made a motion to approve of the 2015-16 Hillview PTO budget, as revised and presented. The motion was seconded and approved unanimously.

The meeting was adjourned at 10:04 a.m.

