

**Hillview PTO Executive Board Meeting
Hillview Conference Room
September 12, 2016**

Meeting Minutes

Present: Michelle Box, Jody Buckley, Julie Nelson, Chris Sewell, Ashley Wagstaff, Cara Magliaro, Christie Tonsfeldt, Gina Skinner, Sherwin Chen, Deanna Schroder, Betsy Muhlner, Patti Buck, Kim Hinshaw, Willy Haug, Danielle O'Brien, Mary Martin, David Babington, Laura Paul, Kathy Motamedi.

Call to Order

Jody Buckley, PTO Co-President said good morning and called the meeting to order at 9:01 am. The attendees made their introductions.

Approval of Minutes –Deanna Schroder

Deanna Schroder made a motion to approve the June 2, 2016 Executive Board meeting minutes. The motion was seconded by Chris Sewell and approved unanimously by the Board.

Principal's Report - Willy Haug

- We had an amazing Luau on Monday, August 29th. 870 students attended.
- Camp Hillview was on Wed, August 31st with our 6th graders and 8th grade WEB leaders attending.
- Today is day seven of school. Right now we are handling class change requests and getting our PLA - Personalized Learning Academy off the ground.
- Today the students will go live on the Personalized Learning Platform.
- Parent education event on this Wednesday, September 14th - Surviving and Thriving The Middle School Years.
- Site Council has meet and will met again this afternoon for a site plan that will be presented to the school board on September 20th.

Goals:

1. Student Growth -SBAC results
2. No more long term English learners
3. Universal Guaranteed Viral Curriculum -working with Chalk.com
 - Curriculum maps
4. Student wellness
5. Parent engagement
6. Reimagining grading and practice.

- How we give feedback.
- Letting students know where they have room to grow.
- How do we give feedback that shows students what they have mastered not by grades but by other means. Students might not see any grades for their practice/homework.
- The formal assessment will count toward the grade. You may get a number - like a 1,2, 3 or 4 - 4 meaning - exceeded the standard etc.
- Mastery center where students can go to get credit and demonstrate mastery or get help with any subject they are working on.
- We need to deprogram them from grading feedback.

7. After we launch and implement the PLA we will need to see if this new platform going to be a game changer or needle mover for our students. Our real goal is to develop self directed learning goals. The students will become the drivers and they will be working independently in the platform and with help too from the teachers.

I am pleased to announce Mary Martin, Associate Principal and Danielle O'Brien, Assistant Principal who run the school.

Mary Martin, Associate Principal - My bucket is Technology. The beginning of the year we are rolling this out. Some of the 6th grade parents are dealing with some issues that we will get sorted. I am more of an educational support person for tech. Ultimately all tech issues will go to Brian Benelli in our Tech Dept. I'm also in charge of student assessment, site council, after school programs, homework center, math clinic, hawk stars, flight school, and mastery programs.

Danielle O'Brien, Assistant Principal - Third year as Assistant Principal and before that I was an English teacher here at Hillview. My buckets are student centered and include the ASB, student choices and facilities. Please work with Cathy Bell, if you need any odds and ends and for copies etc, Cathy Garagozzo is the office manager and she can help you. Mario is the custodian that can also help you with anything.

Willie Haug, Principal

If anyone has any questions around any programs that I mentioned then ask me.

PowerSchool

We are implementing a gradebook called PowerSchool Teacher Pro. Take a particular assignment and attach it to learning projections. BTSN teachers will let you know how they give feedback and what level they will be involved. Some will take longer to incorporate this into their curriculum. This is one of our site goals but it will take time. Only the French teacher has committed to go completely to a standards based grading system. She will manage that communication with her families.

We've had training in Portland and many of our teachers are becoming more and more on board. PowerSchool is good but can be misused. Feedback will be in a different format. Most teachers will convert to a % system for the time being.

Questions we have now - can you extend it beyond feedback, more individualized resources to obtain mastering? Working with small groups or individuals to help students who need more clarification etc and review.

Mastery Center

Teachers may send a student to go for help at Lunch, Quest or After School to the Mastery Center. Pilot program right now.

The PLA Program

We were oversubscribed and had to initiate a lottery.

PLA program possible outcomes:

- We may decide it didn't work.
- To continue with just one 6th grade academy.
- Maybe expand to 7th grade.
- Could expand laterally to other 6th grade academies.
- Do believe there will be a lot of learning with that platform.

We will be trying to bring supply and demand in balance for this program.

Teacher Report - David Babington

I teach 8th grade English. 3rd year full time and was a student teacher here before. I also sat on the Site Council for 2 years.

As always the teachers want to express gratitude for all the PTO does for us.

Grading

From the teacher perspective. We are experimenting with varying degrees with how students are graded and assessed.

Principles:

1. Teachers want to make grade reflect what your child knows
 2. Emphasis on learning - and away from grades
 3. Separate late work from achievement
 4. Many opportunities to achieve and master.
- New grading - late or incomplete work is a behavior consequence not a grade consequence.

- Students will have opportunities to complete practice and be reassessed if they don't achieve proficiency right away.
- Units have only a certain amount of time to learn content. Science for example. But for English you can spiral up in terms of difficulty as the year goes along.
- Homework counts as one of the 3 C's- Commitment to Learning.
- Placing a lot of emphasis on the 3 C's - Character, Collaboration & Commitment to Learning.
- Work is going to be assessed on a 3 or 4 point scale. Eisner, Nguyen, Keller - Trailblazers Academy starting this. 3 would be mastery but 4 would be an added level of complexity - A+ versus A for example.

How is it differently interpreted?

At the end of the Trimester, a student can continually make progress to a standard. Maybe at the beginning you are getting a 1 or 2. Over time though, you have more opportunities to improve with other assessments. And your final 3 or 4 score will be averaged perhaps with the 1 or 2 that a student would have received before.

With the new system, emphasis will be on if you eventually mastered the unit compared to averaging your grades throughout which doesn't reflect the fact that you did end up mastering the information. Old system drags your grade down if you mess up.

Jody Buckley - Thank you Mr. Babbington. And if you could please let the teachers know that we have a 41% teacher participation in the PTO as of now.

PTO Membership - Kathy Motamedi and Tracy Watt

At this point in time the numbers are very low compared to that of the last two years. Currently we've raised \$112,940 which is 40% participation rate. At this same time last year we were at \$152,000 which is 66% participation rate. We are working towards a goal of \$180,000.

Ways to increase participation:

- Academy teachers could send out friendly reminders to parents
- PTO could send email reminders
- Personal letters or emails could be a possibility
- BTSN booth and mention in classroom
- Talking to the PTOs at the elementary level to discuss how to let parents know that the Hillview PTO fundraiser occurs early on in the school year and has a different timeline than the lower schools.

MPAEF Update - Laura Paul

- The MPAEF sends personal emails to parents to remind people that they have not donated.
- ARE YOU IN day is November 4th so mark your calendars.
 - Plans to line the car drop off line with volunteers and a big MPAEF presence.
- September 29th from 5:30-7pm is the new parents and 6th grade welcoming party for all incoming 6th grade parents and new parents to the district. Good community builder.
- No MPAEF Holiday Boutique this year. Restaurant at Allied Arts is being renovated so there was no place to house the event. Thinking of others ways to make up deficit.

Treasurer's Report - Cara Magliaro

We don't need to panic - Actuals are \$80,630 as of August 31, 2016.

Total budget that we would like to have is \$203,750. Last school year we saw donations as late as January so we feel the money will come.

Carolyn Lynch is currently updating the Audit files.

PTO Expenses and Reimbursements

- For Academic Enrichment you will need to complete the purple Reimbursement form. Please see Cathy Gargioza.
- Anything spent for PTO expenses like gift cards etc. please use the white reimbursement form - [PTO REIMBURSEMENT FORMS](#). You can also locate it on the PTO website as well as in the PTO filing cabinet in the office.

Jody Buckley - Budget will be tweaked a little after our numbers come in and changes will be announced at our General meeting in Oct.

Volunteer Coordinator - Patti Buck

We've implemented a new online Volunteer sign-up form. So far, 119 volunteers have filled out our form. We had a decent volunteer turn out for the Luau. Still getting people coming to the website to fill out the form. The questions now is how many people will actually help where they said they would. Discussed idea of requiring 5 hours of volunteer service for the year per family.

After School Activities - Kim Hinshaw

Starts today with eight activities- Cross Country, Coding, Lacrosse, Fencing, Speech & Debate, Writing Workouts, Bookopolis Book Club and Mandarin. Unfortunately, Wizbots didn't get enough interest so we that afterschool class will not continue. Joann Lofthouse will remove them from website. Cooking - has also been postponed until winter due to lack of interest.

For today, all the activities have their room or space assignments.

Communication - Betsy Muhler

Parents seem to be reading the Hillview Newsletter. There was an open rate of 52% as of last night - 62% of that was on a mobile device. Submission deadline is 12pm Wednesday. Draft goes out Thursday and finished by Friday and then the finalized newsletter is sent to parents emails on Sunday 8am.

We saw an 8.8% click through to PTO membership, so that is good.

Hot Lunch - Deanna Schroder

We have a new vendor, The LunchMaster. They set up is all new and the kids have given us some feedback, and said that the line is longer but it moves faster. We only need 5 volunteers per day and for the first time our schedule is completely full with volunteers and so we don't need anymore help at this time.

Jody Buckley, PTO Co-President

- Thank you for flexibility allowing us to move our PTO meeting to Monday morning.
- We would happily supply coffee if you want it, please let us know.
- Next meeting will be on Monday, Oct 3rd at 9am.
- The General Meeting will be two weeks after. Will let you know the date.
- Immediately following this meeting today, Ashley Wagstaff, Chris Sewell, Julie Nelson and I will be doing a debrief on the Luau with Kris Swanson to see what worked and what didn't etc. So before you leave, please write down any comments about the Luau that you would like us to include in the discussions.

Meeting was adjourned at 10:32am.

