

**Hillview PTO Executive Board Meeting
Hillview Conference Room
May 8, 2017**

Meeting Minutes

Present: Michelle Box, Jody Buckley, Julie Nelson, Chris Sewell, Ashley Wagstaff, Cara Magliaro, Christie Tonsfeldt, Gina Skinner, Sherwin Chen, Deanna Schroder, Betsy Muhlnher, Patti Buck, Kim Hinshaw, Willy Haug, David Babington, Laura Paul.

Call to Order

Jody Buckley and Julie Nelson, PTO Co-Presidents called the meeting to order at 9:00am.

Approval of Minutes

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

Communications, Betsy Muhlnher

Please remind your committees to abide by the Newsletter deadline this month. Alexandra is staying on for next year and we've recruited Krissy Caldwell. Laurence Lee has said he is interested. The newsletter is a month on/ month off rotation for the chairperson roles.

After School Activities, Kim Hinshaw

Cooking is no longer available as an after school activity. Activities are winding down and almost over as the school year comes to a close.

Volunteer Coordinator, Patti Buck

Sign-up Genius was sent out for the end of year volunteer needs. Please encourage your friends to volunteer.

Treasurer's Report, Cara Magliaro

- Actuals for April 2017 - \$88,925 - exceeded goal for donations.
- Expenses- are currently \$79,014 - and the budget is \$178,100. We have about \$100,000 in expenses still to be paid.
- Technology budget is probably going to come in under budget.

Presentation of Proposed 2017/18 Budget, Christie Tonsfeldt, Vice Treasurer

The treasurer and vice treasurer work with outgoing and incoming presidents to formulate a budget for the upcoming school year. We looked at last year's budget and tweaked it for expected enrollment, and we also budget for things that we might not spend but still need to consider.

Official enrollment numbers for next school year, 2017/18 is 1001 students. (For this year 2016/17 year we have 968 students.)

Total proposed budget is \$180,380 for fall 2017.

Next year we will meet with Willy to help him decide where our surplus will be spent. The PE dept. has asked for a climbing wall, there is an equipment need for Hawk Talk, also the Robotics club would like some things. We are not planning to roll surplus money into the general budget.

We will have 323 kids in the 8th grade class next year which will increase the need for additional 8th grade graduation party funds.

Gina Skinner made a motion to approve the Proposed Budget for the 2017/18 school year. Cara Magliaro seconded the motion. All in favor, none opposed.

Proposed changes to Bylaws/Standing Rules, Michelle Box

Michelle Box, as Parliamentarian proposed to change the Standing Rules to the following under **Rule 6 Fiscal Guidelines**:

The ~~general membership~~ **Executive Board, with a two-thirds majority vote, must authorize payment of organizational bills not already included in the budget (approved by the general membership) of any amount exceeding \$150,000. For expenditures not included in the budget (approved by the general membership in September) which exceed:**

1. ~~\$10,000—a 2/3 majority vote of the Executive Board is required; or~~
2. ~~\$15,000—a majority vote of the general membership at the next meeting is required~~

Cara Magliaro made a motion to approve the changes to the Bylaws/Standing Rules. Chris Sewell seconded the motion. All in favor, none opposed.

Presentation of 2017/18 Officer Slate, Michelle Box

The Hillview Nominating Committee has worked very hard recruiting this slate and are pleased to present the slate for the 2017-18 school year.

The voting members of the Executive Board will vote on this slate of officers at the next General Membership meeting on Thursday May 25th at 8:30am. Term of office is one year, August 1-July 31)

Co-President - Chris Sewell

Co-President - Ashley Wagstaff

Co-Vice President - Suzanne Watson (*Term of office is two years, August 1 2017-July 31 2019*)

Co-Vice President - Laura Paul (*Term of office is two years, August 1 2017-July 31 2019*)

Treasurer - Christine Tonsfeldt

Vice Treasurer - John Donald (*Term of office is two years, August 1 2017-July 31 2019*)

Financial Secretary - Gina Skinner

Auditor - Matt Ericksen

Recording Secretary - Julia Molise

Communications Chair - Johanna Woll

Volunteer Coordinator - Nancy Witeck

After School Programs - Jamey Hawkins

Parliamentarian* - Julie Nelson

*appointed

Michelle Boxed made a motion to approve and Cara Magliaro seconded. All in favor, none opposed.

MPAEF Update, Laura Paul

- Two upcoming events -School House Rocks Run is the 21st of May. Please come or if you can't then support the run.
- There will be a spirit day at Hillview on the Friday before the run.
- The Wine Walk on Santa Cruz Avenue is on Saturday June 3rd. Register at MPAEF.

Teacher Report, David Babbington

Many teachers thank you for the PTO lunches throughout the year. They are very appreciated. It's so nice to have a wonderful lunch provided and an opportunity to have relaxing lunch with other staff members.

Jeff Mead, ELA, 8, Pioneers: On our last CASO -Collaborating Around Student Outcomes day, I went to a workshop called "Make Learning Visible" presented by the country but for all

MPCSD teachers. Pioneer students are currently working on their MLV projects for Part I of TKaM.

Kristyn Cardosi, Counselor: Please pass along a special thank you for the parents that helped with the College Bound T3 3.0 Breakfast- Monica Bosch, Andrea Luskin, Beth Shvodian, Michelle Box, Joan Lambert and Naed de la Vega.

Russ Peterson (P.E.): Big thanks to the PTO and especially Neela Gentile, for supporting our upcoming 6th Grade Greek Olympics. All of the amazing volunteer support allows us to do a mini-marathon (off campus run) and have lots of Field Games on block periods.

Richard Vaughan (Music):

- The 7th/8th Orchestra has been busy going to all three elementary schools and doing run-out concerts. Our last one was at Encinal on April 20th.
- We had a very successful Spring Concert run on April 24 & 25 with a Band/Jazz Band night followed by an Orchestra/Chorus night. There were also 2 school assemblies.
- The Orchestra will perform in the Talent Show for the first time and then the next week there are two special joint concerts. We have a joint concert with La Entrada on Tuesday 5/16 and a chorus concert the next day that is also a Joint concert with Portola Valley's Corte Madera Middle School.
- There has also been a change in the scheduling of music for next year. We will have 2 mixed grades (6/7/8) ensemble levels for band and orchestra. This will allow more advanced 6th graders to play with the older students and allow any 7th/8th grader who wish to start an instrument to opportunity to begin anew. The hope is that this new schedule will allow greater flexibility, increase 6th grade participation, and no longer be a pull-out from Quest.

Humanities Core: - all 6th graders -- is having it's annual Greek Art and Food Day next Friday and we are once again super grateful to parents for bringing food on Friday morning (baklava, grapes and Greek cookies :)

Julie Williams and Libby Bonetti do all their planning together because they run the two Collab Classrooms for 6th grade, and their kids are currently "traveling" the Aegean with Odysseus. They invite you to stop by their rooms at Open House -- they will be displaying student-created board games based on the Odyssey. Super cute!! :)

Next year, Ms. Williams is scheduled to take on the 6th grade elective class, "Transitions," which will be a GREAT opportunity to widen the safety net for struggling kids. Ms. Williams welcomes communication from parents who remember the 6th grade transition for their own kids, and would love to hear any parent thoughts on: If you could have enrolled your kid in a trimester elective that supported the transition, what are the top 3 things you would have loved

that teacher do with your kid? People can email Ms. Williams directly at jwilliams@mpcsd.org and she will love it.

Mini Course Update

6th and 7th grade core teachers - in general they said there was no impact to their lives or their student lives in their classes Positive benefit for watching big kids doing their mini courses. 25% of kids the mini course was life changing. Some said that they really appreciated not doing mini courses. Nice to focus on primary curriculum. Some teachers would have loved to have taught a mini course but then they would have had to get a sub and write lesson plans in addition to planning a whole mini course. Elective teachers liked having less students in class for management, and the 7th grade students got more one on one time etc.

Math and elective teachers - had to do enrichment activities - resources being put in the wrong area. I had 8 students in the mini course and 90 students had a sub.

Mini courses attached to spring break is bad because many students ditch the mini course for a longer spring break.

Math Teachers- 6th or 7th graders that fell through the cracks are two students who are highly advanced in math - they sat in library. There are a group of 10 students in math acceleration classes that were off in their mini courses and yet missed out on Math and were a week behind in math since the class kept going. Roughly 15 students fell through the cracks.

Mixed Grade Classes

- Some teachers embraced enrichment -
- Half class was engaged in curriculum and other half doing homework
- Here some extra homework time.
- Students watched movies all day instead of learning - related to course content and not Ace Ventura Pet Detective!

The teachers who ran the Amazing Race mini course said it was a thrilling and rewarding experience.

Willy Haug- There is enough of the 7/8th overlap to do 7th/8th mini courses. We scaled back for Measure X and to show the community that we were responsible with our resources.

My discussions with the district would be to ask them to fund the mini courses for 7th/8th grade students. There will still be a Washington DC trip next year.

Principal's Report, Willy Haug

Interviews:

We have had interviews for Spanish - we had two top candidate and we hope to get both of them. We are doing an interview today for a science teacher. We have some openings in Maths as well.

First round of interviews for Mary Martin's Associate Principal position. If anyone wants to be on the interview board then please let me know.

Our primary focus is hiring the best candidates possible.

Sherwin Chen - Has there been any questions about the Measure X and worry about layoffs etc from any of the current applicants?

Willy Haug - No. There is a historic shortage of teachers in CA. It's challenging to work at Hillview because of commutes and the high cost of living. It is increasing difficult to recruit teachers due to work life balance.

Master Schedule:

Currently, 6th graders only take PE in 5th/6th period. That means 7th & 8th graders are all in the core classes. Now we are going to have 6th graders take electives and PE during 1st & 2nd period and 5th & 6th period. A separate changing area for 6th graders. Electives now are going to be mixed up that used to be separated by grades. Many 6th, 7th and 8th graders will be in the same electives together.

Coming Up:

- Talent Show is this weekend May 12 & 13th - a Night at the Oscars. As always, it promises to be an entertaining highlight of the year.
- Relay for Life coming up Friday, May 19th after the dance. We have 250 students/40 teams participating. It is our 3rd annual Relay for Life, which will take place from 9 p.m. - midnight on the HV track. Our amazing service team has mobilized our student body and dozens of teams will be out there to support the American Cancer Society.
- On May 22nd, Hillview will be honored by the San Mateo County Office of Education with a Kent Award for its work on Restorative Justice/Practices. Suspension diversion and how to help students who make mistakes. Our team will attend a banquet to receive this accolade.
- Open house will be on May 25th from 6:30-8:30pm as well as the Book Fair in the library. We look forward to celebrating a year of learning.

- We are currently in the midst of course registration for 2017-18. All rising 6th, 7th, and 8th graders are exploring their elective options and prioritizing their selections in PowerSchool.
- 27 Spanish for Spanish Speakers students took the AP Spanish Language and Culture Test on Tuesday. They did an amazing job! We'll learn the results in the summer, and this will help us determine the level of Spanish our students attain after 9 years of instruction in MPCSD.
- Our Personalized Learning Academy pilot was a great success this year and allowed us to learn a lot on our journey toward personalization. Hillview will not continue with the Summit Learning Platform, but the Vesuvius Academy Team will take the lead in exploring new tools and platforms. There will be no PLA in 6th or 7th grade next year by name, but the work of personalization remains alive and well.

New Business, Jody Buckley and Julie Nelson

The next General Membership meeting will be on Thursday, May 25th at 8:30am in the Large Conference Room and not the PAC.

The In and Out Executive Board Meeting will be on Monday, June 5th from 9-10:30am hopefully in the Library. All information and job binders will be handed off and set up follow up meetings for training for your new replacement.

The meeting was adjourned at 10:32am.