

**Hillview Middle School
PTO Board Meeting
September 11, 2018**

In Attendance

Laura Paul, Suzanne Watson, Lil Perazich, Carolyn Kryger, John Donald, Claudia Tedesco, May Matsui, Julia Molise, Johanna Woll, Jennifer Roberts, Emily Robinson, Matt Ericksen, Gina Skinner, Anna Kogen, Willy Haug, Aimee Mathenia, Caroline Bowers, Scott Marshall

9:05

Call to Order

9:06

The Board Members introduce themselves.

9:08

Laura and Suzanne Outline 3 Clear Goals for the year ahead:

1. Celebrating our teachers and staff in rewarding and heartwarming ways throughout the year

- A. This supports teacher retention
- B. This fosters inspiration and appreciation

2. Enhancing the education of our students in a tangible and meaningful ways

- A. Find specific ways for the PTO to be a tangible support to the school community

3. Leaving a distinct and memorable mark on the school community

- A. Examples of this include last year's PAC Lighting Project and the Rock Climbing Wall

9:12

Approval of Minutes from June Meeting

Julia Moves to approve June Minutes.

June Minutes approved by vote.

9:13

Treasurer's Report

John Donald

John reports that we ended last year with a big surplus so we have the funds for a special project.

John leads a discussion of the reserve. Traditionally, we have a reserve in the PTO Account of \$45,000. John recommends that we increase the reserve to \$80,000 because \$45,000 is too

narrow a reserve given our budget. \$80,000 represents approximately what we spend August - November. This will be particularly important because 2019 - 2020 academic year will mark the first year of "One Campaign" and the PTO will not collect money until October.

9:23

John Donald moves to increase the reserve to \$80,000.

Motion approved by vote.

9:24

Emily Robinson

Volunteers

Hot Lunch is very understaffed.

Action Item

Schedule smaller meeting about hot lunch.

9:28

Johanna Woll

Communications

Alex is doing a wonderful job with Hillview Newsletter.

Johanna credits John with great contributions around various accounts.

She is in the process of revising the website so that we can better tell our story.

The site council is interested in increasing parent engagement and the website may be a tool to aid in this.

9:33

Discussion about whether there is an automatic "Thank You" note tied to PTO donation prompting you to donate to the MPAEF.

Action Item

Create a similar "Thank You" response to that provided by Encinal School.

9:35

May Matsui

Financial Secretary

As of today, we are at 46% participation. This is \$128,882.65 net of PayPal fees. The Goal is right around \$200,000. The PTO Campaign ends on October 5.

9:41

Principal's Report

Willy Haug

Willy reports that one of the number one goals for this year has been identified as “supporting the teachers.” He really appreciates our stated goal of celebrating the teachers and staff.

Willy cites another goal - creating a sense of what “we’re about” at Hillview. How can we focus on what’s really important at Hillview. He lists some ideas and goals:

1. Build relationships and create a sense of belonging;
2. Doing more work in community circles;
3. Using QUEST as a place where students are regularly engaged in group problem solving;
4. We want all students to grow academically. The goals around student achievement are “sub group” based. On the smarter balanced assessment, we want more students to move to “Goal Exceeded.”
5. We want to give students meaningful problem solving opportunities. The modern “Gen Z” student is not going to be engaged by a traditional, obedience based classroom. Project Based Learning is the key. After winter break the goal is for each core curriculum to have a project based learning component.
6. The Goal is “gold standard” project based learning--this is defined by the Buck Institute. In planning for this our staff and teachers envision the “ideal Hillview Graduate.” We want to create a curriculum that prepares students for the workplace and the “authentic” world of adults.

9:55

Aimee Mathenia

Library Initiative

Aimee presents her initiative to prioritize reading at Hillview. Traditionally, reading declines as students hit middle school. She proposes the need for “classroom libraries” rather than just the school library. Essentially we need more books.

Suzanne points out that there may be plenty of books in the library that are simply not checked out and can be distributed through classrooms.

Action Item

Determine how many books were donated at BTSN, assess library inventory and determine what funding is needed.

10:05

MPAEF Report

Caroline Bowers, Scott Marshall

Caroline reports that the MPAEF has reached 22% Participation -- with Hillview at 25% participation. Last year we granted \$3.5 Million and the goal is the same for this school year.

Dates of Note:

Dine Out during the week of 10/15

Wine Walk - 12/1

Auction 3/16

10:13

Teacher's Report

Anna Kogen

The teachers loved the luncheons last year as well as coffee carts. They would like to be able to by spirit wear. Russ Peterson thanks everyone for sports equipment.

10:17

Lil Perazich

Staff Appreciation

Lil lists all the great ideas to celebrate, surprise and delight the teachers and staff this year including:

M&Ms and Breakfast sandwiches during October conference week and Tinsley conferences.

There will also be a teacher and staff breakfast (11/1), holiday lunch (12/19) and valentines breakfast or lunch (2/14) and volunteer appreciation lunch.

10:22

Gina Skinner

Parliamentarian's Report

Gina asks that all board members review bylaws, specifically your "job description" and provide any edits prior to the next board meeting on 10/3.

10:26

Adjourn