



# PTA MEETING MINUTES



Hermon Elementary General PTA Meeting  
November 14, 2017 ~ 6:00 – 7:30 PM  
HES - Room 11

**Attendance:** Melissa O., Shelly T., Jennifer V., Cindy P., Jenny P., Mary C., Shannon A., Katie B., Heather D., Jenna G., Jenni H., and Tiffany H.

**Welcome and Introductions** – Melissa and Shelly

**Approval of October, 2017 minutes** – Cindy (Accepted as read.)

**Treasurer's Report** – Jennifer (Reviewed financial reports for October).

- Fundraising totals are not in yet since we still have to pay Great American Opportunities, but it is estimated that we made a little over \$7,000 this year.
- Delivery will be on November 29<sup>th</sup>. Received feedback that it would have been nice to get items before Thanksgiving and also no shipping costs for online purchases.

**Guest speaker:** Mary Cameron, Hermon's new Parks and Recreation Director.

- Introduced herself and discussed the idea of having the Recreation Department and the PTA collaborate on various community events.
- Pending approval from the PTA, our first collaborative event will be the 'Holiday Shop' (see below), planned for December 15<sup>th</sup>.

**Principal's Report** – Mrs. Perry

- Teachers were asked to provide grade-level tee-shirt information (screen prints, sizes) to the office by 11/17.
- The school has not received their document cameras yet, but will get them delivered soon. Mrs. Perry had to set up a new account with Amazon to get the tax-exempt status set up properly.
- Mrs. Perry will discuss with the co-chairs the classroom parent volunteers list. There were a few classrooms that did not have any parent sign-ups and some parents were not on the Superintendent's approved volunteer list.
- Starting this week, the Superintendent's Office will mail out the approval status letters to those parents that filled out the "Volunteer Application and Confidentiality Agreement Form" rather than having the HES Office mail out the letters. This will streamline the process across the three schools.
- Thanks to a generous donation from Bill and Shelly Tisdale (State Farm), HES now has a new popcorn machine, as well as extra amenities such as popcorn, popcorn bags, scoops, oil, etc. Mrs. Fidler's class will get first use of the popcorn machine when they have their movie and popcorn party on 11/17 (being winners of the first Box Top classroom collection contest).



- Mrs. Perry would like to do the “Helping Hands” event again this year, which is a confidential program that will give families an opportunity to buy gifts for needy children in our area. Letters will go home to families on 11/15, have bulletin board up on 11/27, items dropped off by 12/14, wrapped (will need volunteers for this) and deliver to needy families between 12/18 – 12/20.
- The school district is setting up a new PowerSchool School Messenger system, which will send out school notifications via calls, emails and text. A form will go home on 11/27 explaining the new system and give parents the opportunity to update their contact information for school notifications.
- There was a question regarding the 2<sup>nd</sup> grade ‘Friendship Rock Project’ field trip, inquiring why parents weren’t notified of the trip beforehand. Mrs. Perry said that a permission slip was ready to go home to families, but they were waiting for bus approval and, due to an unexpected change in the bus schedule, the trip ended up being sooner than the teachers had planned. This issue has been addressed to the staff and will not happen again.
- There was a question on if the library’s heating system was working because some recently posted pictures on the HES Library’s FB page showed kids in their winter jackets. Mrs. Perry said that one of the two heaters was not working, but they brought in a space heater until it was fixed. A follow-up question on if posting student pictures on the library’s FB page was permissible and Mrs. Perry said that, as long as no names are posted and pictures do not show kids that have not granted permission to have their pictures taken/posted (only a few families have requested this), then the pictures are allowed on a school-related FB page.

**New business and announcements:**

1. Chick-fil-A Cow Calendars
  - Shannon A. gave an update, stating that 64 calendars have been sold thus far, which brought in \$320 to the PTA (\$5/calendar).
  - Next year she’ll look into the option of sending home a pre-order form to see if that works better.
2. Holiday craft.
  - Shannon will contact the teachers to figure out how best to proceed with the grade-level holiday craft events.
3. Restaurant Spirit Night events.
  - \$277.60 was raised from the Oct 23<sup>rd</sup> Ground Round event.
  - The next restaurant night is planned for Five Guys with tentative date of 12/18.



4. Spirit wear.
  - Melissa met with Workstore and was able to get some answers to our questions. An online store is not an available option yet, no minimum orders are needed on a particular item, turn-around time is a week or less and they can provide samples of items that we wish to sell.
  - Discussion ensued on which items we would like to offer for sale.
  - A motion was made to partner with Workstore for our Spiritwear sale, it was seconded, majority in favor, motion carried.
  - Melissa will follow-up with Workstore and ask them to get order forms ready to send home the week of November 27<sup>th</sup>.
  
5. HES PTA banking account.
  - The treasurer discussed reasonings for the PTA officers' desire to switch banks and reviewed various options.
  - A motion was made to allow the PTA to proceed with switching banks, it was seconded, majority in favor, motion carried.
  
6. Funding requests policy.
  - The PTA asked Mrs. Perry to pass along to her staff that, if there is extra money left over from a particular funding request, that the money does not get spent on other items unless they get prior approval from the PTA.
  
7. Holiday shop.
  - Katie B. discussed how she and a few others met with Mary and Lindsey from the Recreation Department to discuss possibly partnering with them to set up a Holiday Shop where kids can purchase items for their loved ones. It is planned to have the event on Friday, December 15<sup>th</sup>, to coincide with Rec's Parents Night Out event.
  - A motion was made to allow the PTA to proceed with having this event, it was seconded, majority in favor, motion carried.
  - A motion was made to spend up to \$750 to purchase items for the Holiday Shop, it was seconded, majority in favor, motion carried.

**Public Items or Comments - None**

**Adjournment:** Meeting adjourned at 7:45 PM

**Next general PTA meeting: December 12<sup>th</sup>, 2017**