

IH PTO Board Meeting Minutes

December 6, 2016, 9:00 am at BOE

Attendees: Melody Hamilton (President), Michele Guttman (Vice President), Linda Pflughaupt (Communications Chair), Cathy Levalley-Norwell (HS Director), Erin Starkey (ES Director), Pam Hoynes (PS Director), Karen Epcke (Communications Secretary)

I. Approval of Minutes

- Motion made to approve minutes for November 8, 2016 board meeting; motion passed

II. President's Report

- A. Capital Grants has 4 volunteers for Auction on the Hill committee
- B. Treasurer is up to date with all payments
- C. Making eblast push to sign up for Amazon Smiles. In future, make push before Black Friday shopping
- D. Holiday Market managed well
- E. More line item breakdowns will be included in event budgets to make it easier for volunteers and also accounting
- F. HS still not providing paper trail for Sophomore and Junior Days. HS Director should ask for receipts for the amount PTO is contributing.
- G. Global Parent Network
 1. Incident at ES
 - Student told another child that we are going to send them back to where they came from
 - PTO President has received phone calls from concerned parents
 - PTO President received email from Global Parent Network member stating PTO does not support them and they might form their own PTO
 - President replied with message of support, requested meeting to discuss but did not receive response
 2. Library donation
 - Dinner went over budget
 - Money collected from basket raffle was unilaterally donated to school library to purchase international books
 3. PTO position
 - We fully support the Global Parent Network
 - They are not a separate organization; they are part of the PTO

III. Communications Report

- A. Continue to send Communications Director information or requests for inclusion in eblast
- B. Trying to balance streamlining eblast with including useful details

- Should only PTO events be included or any event/information that supports IH students and schools?
- Must be consistent across all schools

IV. Directors Reports

A. Elementary School Director

1. Thank you to PS Director for Holiday Market
2. ES cabinet meeting
 - Approved purchases for reflex math and gizmos – creates visual model/simulation of scientific principles
 - All volunteer spots have been filling quickly
 - Parties
 - Would like to implement party plans by next year – some classes already using them. PTO would provide lists of options for volunteers.
 - Consider eliminating party fee or create policy for what happens to money collected
 - Revisit in spring

B. Primary School Director

1. International Fair in November a success
2. Holiday Market grossed about \$9,600, turned a profit
 - Disabled woman sold her handicrafts at market; consider asking for 5% donation from her next year
3. Giving Tree was successful; chair did excellent job
4. Spotlight coming up in January
5. Capital Grants Purchases Approved
 - 18 Ozobots – teach rudimentary coding
 - 1 Osmu – used with ipad, teaches problem solving

C. High School Director

1. Administration considering changing Junior Day at Camp Kern because some students don't like it
2. Screenagers showing for parents January 19
 - Administration deciding how to present Screenagers to students; possibly in smaller groups
3. Received request for staff holiday lunch/party
 - Many students don't have exams last day before break so difficult to organize
 - PTO should not be involved in throwing staff parties
 - PTO should follow guidelines and remain consistent among all schools
4. AfterProm

- Discussing scaling it back and focusing more on activities
 - Students leaving early policy to be determined
5. Community Service Project
- Considering child hunger as a focus
 - La Soupe owner could present video on what it's like to be hungry
 - Students could participate in assembling ingredients and cooking meals to donate
 - Other ideas include raising money by students bringing in loose change to fill soup bowl, donating crock pots

V. New Business

A. Share the Warmth Clothing Drive

- New or gently used winter clothing and blankets will be collected in bins/boxes in High School lobby January 5-20
- Help is needed first week of drive because chair has conflict
- Students can volunteer to sort, load, transport items for white hours