



High Point PTO Minutes September 3, 2019 room 29 5:30-6:30pm

5:30-5:35pm Arrival/Members Sign-In/ Refreshments

5:35-5:40pm Call of Meeting: Meeting called to order at 5:35pm

- Board Introductions
Teresa Cole President- parent, 4th grade son attends HPA
Angela Cummins Secretary- HPA middle school ELA teacher
Vice President and Treasurer- vacant positions
- Admin Introductions
Keri Melmed HPA Principal

5:40-5:50pm Admin/School Update

- This year we have implemented school initiatives that focus on classroom expectations, data driven instruction, keeping students learning ever second they are in the classroom.
- During the month of August, we've already seen a lot of success and growth. Students are testing in Math/ELA and the data will be shared with parents at parent teacher conferences on September 18 and 19, 2019.
- HPA has hired a Drama teacher for the 2019-2020 school year in lieu of a Spanish teacher.
- Our school receptionist will be leaving HPA, we will fill this position with a bilingual receptionist. We are also looking for a Kindergarten Instructional Assistant.

5:50-6:00pm Secretary

- Review of minutes (None at this time, since this is our first meeting)
- Review of agenda (motion approved agenda)

6:00-6:10pm Treasurer (due to the vacancy, Ms. Hernandez read the report)

- 2018/2019 Update: raised \$17,111
- Money was allocated to the following items:
 1. MS continuation gift –day at Game Works arcade: all-inclusive passes, lunch, transportation
 2. Zero Hour tutoring – CMAS Prep
 3. Teacher Appreciation Week
 4. Dinners for faculty/Staff – conferences
 5. Materials for Intensives Week
 6. Canopy for Playground–in progress, Facilities & Business Manager are working on it
 7. Prizes for Students /Faculty Fundraiser Incentives
 8. Instruments for Music Program

6:10-6:20pm President

- Open floor for any nominations for two Executive PTO Board Offices
 - Angela Cummins nominated Eva Hernandez for VP

Vice-President- The Vice-President shall

1. Attend all PTO meetings.
2. Assist and carry out the president duties in his/her absence or inability to serve.
3. Should the president be unable to complete the term, the VP would assume the office of the President.
4. Not vote in any general elections.

Treasurer- The Treasurer shall

5. Attend all PTO meetings.
6. Receive and Deposit all proceeds from events and fundraisers into designated PTO account.
7. Keep accurate record of the receipts and expenditures.
8. Oversee the distribution of funds in accordance with the approval of the executive board.
9. Present and publish financial statements at every PTO meeting.
10. Not vote in any general elections.

• **2019-2020 High Point PTO Upcoming Fundraiser Calendar-**

Anyone interested in volunteering for these events, please contact PTO

Sept. 13-20 Fall 2019 Book Fair (parent volunteers are needed to help run the book fair)

Oct. 24-November 15 Catalog Sales (adding snacks to sell with this fundraiser)

Jan. 17-Hat Day for \$1

Feb. 14-Valentine's Day Flower sales (PTO will ask Student Council to hand out the flowers)

Mar.13-Boosterthon Fun Run or Dance-a-thon (depending on the weather, higher percent 70% to school and 30% to Boosterthon. Teachers will need to assist in boosting this fundraiser).

May 4-8 Teacher Appreciation Day

April/May – Spring 2020 Book Fair -dates TBD

6:20-6:30pm Open Forum

Brenda Martinez, Parent: In an effort to increase school pride, Mrs. Martinez suggests that PTO help promote more HPA Pride wear. She is asking PTO to display shirt uniform samples from Educational Outfitters during parent teacher conferences. Educational Outfitters is offering a 10% discount until the end of September. Screen print shirts with school logo cost \$12.00, embroidery shirts cost \$15.00. Per Principal Melmed, students are allowed to wear Husky gear any day of the week.

Parent: Asked about the process of creating "School Supply lists" and asked for clarification about returned supplies, different requests from different teachers.

Parent: Asked if HPA has thought about using a "School Supply Vendor" to allow parents to order school supplies. PTO will follow up with admin about this suggestion.

6:23pm PTO meeting adjourned

Upcoming PTO Meetings (first Tuesday of every month, 5:30-6:30pm Room 29)

October 1

November 5

December 3

January 7

February 4

March 3

April 7

May 5