

Hilliard Crossing PTO Meeting Minutes

March 14, 2023 7pm at Hilliard Crossing Media Center

Participants: Erica Dittoe, Donna Rzepka, Heba Benomran, DJovana Carro, Emily Sayer, Ryan Taylor, Leslie Salamony, Melisa Hayes, Rebecca Utter

Erica Called meeting to order.

Board Reports

Secretary Report: February meeting minutes are posted to the google drive and January's meeting minutes are on the HCR PTO webpage. Ryan motions to approve minutes, Donna seconds. Minutes approved.

Treasure Report: Walk-A-Thon money came in, as well as Raising Cain's, Chipotle and Flyers spirit night money. Looking at the budget income is \$3,600 under budget. Spring Flower sale will bring in more. Expense wise we are way under budget. We still have \$4,400 for field trips, \$2,000 for author visit, \$4,300 for teacher reimbursement. Over all we are projected to be under budget. Question regarding field trips asked. Field trips were recently approved and 2nd grade to zoo May 11th, 1st grade has trip planned, 4th grade went to the State House. Field trip budget line is to help cover the cost of bussing. Another question was asked: when do teacher reimbursements need submitted? Teachers need to submit for reimbursement by Friday April 28th, this way PTO can ensure that it can be taken care of and approved prior to end of year. D'Jovana motions to approve February financial and Emily seconds motion. February financials approved.

Communications Report: April teacher appreciation day done.

Teacher report: STEM night was huge success. Pizza was a good incentive as well. Career day lead by guidance counselor and Ms. Hursh on March 22nd. No school March 31st, the 30th will be Ed camp and students are able to go to another classroom for activity. We appreciate everything you do for us, all the extras and the support is amazing.

Principal Report:

- Thank you for your continued support and for all the help and participation to all in STEM night. It was a huge success
- March 22 is Career Day and as Mrs. Warburton and Mrs. Hursh say "We are going all out!!" We have a morning full of "Touch a Truck" and a whole day with parents and community members coming in to share about their careers to expose students to all kinds of jobs. We have a really fun day planned for the kids. Thank you to those families who are helping with Career presentations. If you have any questions, please reach out to Britney Warburton (school counselor) or Nikki Hursh (Innovation Discovery Specialist)
- We are hoping to do another round of Ed camp with our kids on March 30
- State testing starts March 28 for students in grades 3-5. Kayla put the schedule in the last Sunday News and it will remain there until testing is done.
- Have a great Spring Break March 31 – April 7

Committee Reports:

Spring Flower Sale: Katie could not be here tonight. Currently we have around \$3,900 raised, with a goal of \$5,000. Slightly under goal, keep sharing link. The sale will close tomorrow night. Flowers will be delivered May 10th. We will need help unloading and sorting the flowers when they are delivered, even if it is only a few hours. We will post a *Sign-Up Genius* closer to that day.

Spirit Night: Piada online from March 20th-26th using code F45CDG, March 26th is Spirit Night in the restaurant . April 18th Texas Roadhouse, April 27th Graeter's. Katie will contact McAlister's for past spirit night check.

ISPTO: Big presentation regarding safety, similar to those done at School board meetings. Talked about movie night, shared what Crossing did. There will be a bus tour of the schools next month.

Old Business:

Nomination Committee: Maria Lee is doing nomination committee. If anyone is interested in serving on the board next year or has any questions, feel free to reach out to Erica. We will start putting together a list and vote for next year board next meeting or in May.

New Business:

Spring Fling: Wednesday April 26th is Spring Fling. Raffle baskets did really well last year. Each classroom had a theme for a basket and we asked families to donate item related to the theme. Baskets are put together and tickets are sold for the baskets. In years past there were lots of games. Could use extra help that night with games and raffle baskets. Asked teachers to donate for things like breakfast with the teachers etc. as prize. The PTO closet also has some small things like temporary tattoos and stickers that could be used as prizes. The 5th grade choir has concert in the gym. Halls are then lined with student's artwork for family to see. Tropical Chill will be here and will donate a portion back to the PTO. Pitabilities will be the second food truck. Erica will check to see if book fair is coming back. Donna will help with running games. Student council could help with games as well possibly. Ms. Sherill Theater Group also might want to volunteer to help run games, Erica to reach out. If weather is nice games will be outside, or will use cafeteria and second room across hall for games since students have fun with that.

"Spend to Earn" Policies: Need to have a policy in place to not spend too much money and ask for reimbursement, this way there is a "checks and balance" in place for spending. Discussion regarding speeding limits dollar amounts vs. percentages and board approval. Work spending things into the budget as an expense line item for fundraisers. Review potential expenses at the beginning of the year create a line item for spending for each "spend to earn" event and have a \$50 spending limit. Anything above the \$50 limit would need to be approved by all of the PTO board members for reimbursement.

Question regarding field day t-shirts, for those who want to participate but may not be able to pay. Its voluntary and there is a pretty good mix of those who wear them and those who don't, you can also reach out to Mr. C. to see if this is a need.

Teacher reimbursement request for IDC zone supplies by Ms. Webb, not on the reimbursable teacher list, \$18 for plates. Board moves to approve this. Moving forward we can add a line item for Ms. Hursh for IDC enrichment items. PTO cannot take scholastic money and give directly to Ms. Hursh. Next year's budget PTO will add line item for this.

Emily moves to adjourn. Ryan seconds. Meeting adjourned.