



# PTA MEETING MINUTES



Hermon Elementary General PTA Meeting  
May 2, 2017 ~ 6:00 – 7:00 PM  
HES - Room 11

**Attendance:** Shannon A., Melissa O., Jennifer V., Cindy P., Jenny P., Amanda D. and Shelly T.

## **Welcome and Introductions**

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

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

**Principal's Report** – Mrs. Perry

- The school supply lists will be going home at the end of the school year (most likely with the report cards). Teachers will still send home their letters during the summer, but the basic classroom needs list will go out sooner to allow families more time to purchase items.
- There will be a "Step-Up Day" near the end of the school year that will allow students to spend time with their new teacher (for next year) and see who their new classmates will be.
- Discussion on the parent survey that went home recently.
- Following up on an item that was tabled from last month, Mrs. Perry did speak with the head of maintenance and Jason did not have in his budget to purchase the HES Maintenance Department a new toolbox that was requested. A motion was made to allocated up to \$300 to purchase a new Craftsman toolbox that locks (to keep tools from disappearing), majority in favor, motion carried.
- Scheduled a meeting with Cory Magee from Great American Opportunities at 5:30 PM on June 6<sup>th</sup> to discuss our fall fundraiser.
- Discussion ensued on the new email set-up for the four PTA officers.
- Family nights will be held this week.
- Art Night/Ice Cream Social – there was a misprint in the newsletter on the start time. It should be 6:00, not 5:00.
- K and Pre-K screening will take place soon.
- The Pre-K – 4<sup>th</sup> grade concert is scheduled for May 25<sup>th</sup> at 6:00 PM in the Hermon High School gym.
- A question was asked about the recent bus incident, which led to further discussion on how the school district can improve communication to both staff and parents in emergency situations.
- A motion was made to change the PTA meeting dates to the 2<sup>nd</sup> Tuesdays of the month, starting next year. The motion was seconded and accepted.

### **Old Business:**

1. Update on Hermon Hawkwear spring sale
  - We had 39 orders for a total of \$202.34 in sales. However, we did not sell the minimum number of hats (sold 7 out of 12) and tumblers (sold 6 out of 36) so we have to pay Wights \$280. The money will hopefully be recouped by selling the unsold items. The tumblers are on backorder and will arrive the end of May. Next year, it is recommended to only have the sale once a year instead of twice.
2. Teacher Appreciation Week
  - Amanda D. gave an update on the daily teacher gifts given out to staff.
  - Discussed items still needed for the teacher luncheon, which will be held on Friday. Set-up will begin at 10:00 in the library.

### **New business and announcements:**

1. Nominations for PTA Co-Chair:

A motion was made to vote Shelly Tisdale as the new co-chair. The motion was seconded and accepted. There was another person interested in the position, but she rescinded her nomination.
2. Yearbook
  - The order form went out and is due back on May 17<sup>th</sup>.
3. Teacher request item
  - A motion was made to reimburse \$75.89 to the Kindergarten teachers for items purchased for the K – 2 grades Family Night. (\$100 was already allocated in the budget for Family Nights.)

### **Public Items or Comments:**

- Shelly T. mentioned that she will be updating the PTA Collection Box
- Discussion on how to proceed with audit of PTA financials.
- Jennifer V. mentioned that she was able to get a 25% discount on cost of the bounce house and dunking tank for Field Day.

### **Drawing for monthly Box Tops prizes**

Congratulations to the ten Box Tops monthly drawing winners. All won a \$5 gift certificate that can be redeemed in the HES Spring Book Fair:

Lyncoln P. (Thompson), River S. (Thompson), Bella T. (Bailey), Mason T. (Thibodeau), Grant B. (Kelley), Connor L. (Ayer), Andrew H. (Hafford), Ethan C. (Scripture), Emily R. (Scripture) and McKaeyla M. (Helfen)

**Adjournment:** Meeting adjourned at 7:40 PM **Next general PTA meeting: June 6th, 2017**