



# PTA MEETING MINUTES



Hermon Elementary General PTA Meeting  
May 15, 2018 ~ 6:00 – 7:30 PM  
HES - Room 11

**Attendance:** Shelly T., Melissa O., Cindy P., Jenny P., Emily B., Heather D., Jenna G., Jenni H., Marianne H., and Julie N.

**Welcome and Introductions** – Melissa and Shelly

**Approval of April, 2018 minutes** – Cindy (Accepted as read.)

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

**Principal's Report** – Mrs. Perry

- Listing of HES 2017-2018 goals and action steps.
- Mrs. Perry met with PTA Co-Chairs to discuss end-of-year and next year's proposed PTA budget.
- If the PTA decides to allocate next year's technology money to upgrade HES's sound system (in the gym), Mrs. Perry will work with the Music Department on a proposed budget that will be presented at the September PTA meeting. There might be an opportunity to acquire some speakers that are currently not being used at HMS. Some of the technology money will need to be reserved to buy more document cameras for the new classes.
- Interview committees are reviewing applications for several positions that will be opening up (mostly through retirement and reshuffling of staff).
- Current 4<sup>th</sup> grade students will have their "Step Up Day" at HMS on June 7<sup>th</sup>.
- HES had a full night for the Pre-K Family Night.
- Separating the Pre-K and K concert from the 1<sup>st</sup> and 2<sup>nd</sup> grade concert seemed to have gone well. 3<sup>rd</sup> and 4<sup>th</sup> grade concerts will be held on May 16<sup>th</sup>.
- Kindergarten and 4<sup>th</sup> grade "graduation" will be held on June 12<sup>th</sup> at 1:45.
- Several grade-level requests (for previously determined PTA funding allocation) have been reviewed and orders are being placed.

## **New business and announcements:**

1. PTA Co-Chair and PTA Secretary Election:
  - Candace Augustine sent a message right before the meeting that she is rescinding her nomination to be the Co-Chair. (She had nominated herself because she didn't want to see that position left unfilled, not knowing at the time of nomination that Melissa had nominated herself as well.) A motion was made to elect Melissa Overlock to serve for another term as Co-Chair.



The motion was seconded, majority in favor, motion carried.

- A motion was made to elect Jenna Gerry as the new Secretary. The motion was seconded, majority in favor, motion carried. Following tradition, Cindy will type up the minutes for the June meeting and Jenna will start her new position soon thereafter.
2. Announce nomination for new Treasurer.
    - Julie Nadeau is interested in the position and she will be voted in at our June 12<sup>th</sup> meeting.
    - Mrs. Perry mentioned that HES received a \$1,000 check from the “Hannafords Helps School” program.
  3. Spiritwear Sale – update on spring sale.
    - Most of the orders have been handed out with the exception of a few items. We do not have a final tally of how much we made on the sale yet.
    - Teachers/staff also had a chance to order “professional-looking” Hawk shirts and those will be arriving shortly.
  4. Budget
    - Reviewed the proposed 2018-19 schedule and budget. With a few minor changes, a motion was made to accept the tentative schedule and budget for the next year, it was seconded, majority in favor, motion carried.
  5. Yearbook.
    - The order form went home and the deadline is May 23<sup>rd</sup>.
    - There was a request by Mrs. Perry for funds to help cover an unexpected expense to help pay for the Pre-K yearbooks, which had a much higher than expected printing cost. After negotiation, she was able to bring HES’s costs down from \$800 to \$400 and was hoping that the PTA can provide at least \$200, with the hope that she can get the other \$200 from a portion of the spring pictures sales. It was decided to make a motion to allocate up to \$400, with the expectation that we will pay \$200, but can pay more if needed. The motion was seconded, majority in favor, motion carried.
    - Next year, with the Pre-K classes moving from HHS to HES, Pre-K will be incorporated in the school’s yearbook instead of having their own yearbook.
  6. Fundraising opportunity.
    - Shelly discussed a potential fundraising opportunity that may involve coordinating with a local business to set up a PTA table at the Summer Sizzler.



7. School supply list.
  - We asked Mrs. Perry if the teachers will send home school supply lists at the end of the school year and she said yes.
  
8. Reminder: Sweet Frog event on June 4<sup>th</sup> from 3:00 to closing. You have to mention that you are there for the HES PTA event and Sweet Frog will donate a portion of your check to the PTA.

**Public Items or Comments:**

- A parent inquired on what the constraints of fundraising for the PTA are.
- The Co-Chairs noted that meetings tend to run longer than an hour so it was discussed that meetings will be expected to be an hour and a half instead.
- A parent inquired if the PTA has ever looked into the Dunkin' Donuts Fundraiser discount cards. We can look into this for next year.

**Adjournment:** Meeting adjourned at 7:20 PM

**Next general PTA meeting: June 12<sup>th</sup>, 2018**