

Hemmeter Parent Teacher Council

General Membership Meeting

Wednesday, October 7, 2015

6:00 p.m. Teacher's Lounge

Meeting was called to order at 6:01 p.m. by Jennifer Jaffe.

In Attendance: Jennifer Jaffe, Jenny Boelter, Sarah Jane Deibel, Jim Bailey, Jill Rummler, Erin Casey, Sarah Burke, Julie Weisenberger, Pam Miller, Debbie Dudewicz, Lisa Starke, Rebecca Wong.

Secretary's Report: Sarah Jane Deibel reported:

· September meeting minutes were submitted. A motion was made by Sarah Jane Deibel to accept the minutes and seconded by Jennifer Jaffe.

Financial Report: Jenny Boelter reported:

· September Summary: received about \$300 from Kroger & Meijer rewards, \$857.35 for Library from used book sale. Paid for Technology items for classrooms including Promethean Board for new 3rd classroom, club registrations, Kindergarten field trip, September Staff recognition, Author visit by Donalyn Miller.

· Promethean Board – came out of HPTC surplus from last year. Some Promethean boards were purchased with district bond money, but schools pay themselves now since the technology bond is gone. Playground money also came out of the carryover from last year's SCRIP.

President's Report: Jennifer Jaffe reported:

Principal's Report: Jim Bailey reported:

· *Donalyn Miller*, the book whisperer: Donalyn visits hundreds of schools, and we are in the top 5 best for programs supporting independent reading, and complimented our staff, kids and atmosphere of respect. Staff appreciated the Timbers night and dinner provided by HPTC to have chance to interact with her more. Staff made close connections with her, and now they could contact her with questions as they come up this year. Donalyn offered to do a Skype session later this year as well.

· *Donalyn Miller's assessment* of the building: Suggested spending money for teachers to purchase updated books for classrooms. Most schools don't have as many books, but ours are somewhat out of date. Consider this for use of surplus money in the budget.

· *Hartley – 4th grade* – Families pay about \$110/student to stay at Hartley Nature camp in the traditional trip. Students are divided into four groups to rotate through different sessions. Previously we paid for two Hartley Naturalists to teach and the 4th grade teachers each taught one section, but this is Ms. Smith's first year. Propose for HPTC (not students) to pay a Hartley instructor for the Pioneer House (two man saw, make cider, wood-fire stove, candles out of wax) and Ms. Smith would be able to teach on her own next

year. \$14/student = \$840 more/year. Last year on field trips we were \$1400 under budget, but received \$1000 parent donation towards it. It will affect our field trip budget, but we have money available.

Jen Jaffe proposed a vote for HPTC to pay for Hartley fee. Unanimous pass.

Faculty Report: Jill Rummler reported:

- Kindergarten- Kindergarten will visit Johnson's Pumpkin Farm this month for a field trip. They are also completing several Halloween/fall activities.
- 1st grade – Career month – Students will learn about various careers & dress up as what they want to be when they grow up on Halloween. Parents are welcome to come in and discuss their career with the class. Mosquito Control will visit to teach a lesson this month.
- 2nd – Starting first science unit of landforms. Students will research a landform from somewhere around the world and create a three dimensional landform to share with the class.
- 3rd – Field Trip – Third grade went to the Bay City River of Time. First time going to this field trip and they were very impressed. Covers history from Native Americans to Vietnam War. This was an excellent field trip! Parents commented: "Best ever" and "We didn't see everything."
- 4th – Students are learning about insects. Directions for insect projects will be coming home this month. In Social Studies Ms. Smith has been teaching the students to use the Chrome books and incorporating technology. The boys and girls have been making collaborative Google Slides to present to the class: students each get a chrome book, but they can work together on-line on the same project.
- 5th – Students will participate in a vocabulary costume activity on Halloween. Each student will dress up like a vocabulary word. Fifth grade students will also be decorating pumpkins for a community service project – they will choose the charity. Mrs. Howald's class is participating in Global read-aloud. (*Mr. Bailey -Global read-aloud: Started by a teacher, classrooms around the world read the same book (Fish in a Tree) and connect with classes around the world to talk about it. Mrs. Howald's class posted a question on twitter and got responses from around the world. Ms. Lewis connected through Edmodo with just a single class.*)
- Library – Mrs. Bugbee said thank you to all of the families for helping with the used book fair. Over \$800.00 was raised and will be used to purchase bookshelves for the library.
- Thank you for September treats for the staff.

New Business: Jen Jaffe

· *Fund Balance Distribution:* Money has been raised over the years through parent contributions to benefit their students. We have a surplus of \$31,000. A parent volunteer/CPA reviewed the budget and financial philosophy to meet HPTC objectives with responsible use of money. The mission of HPTC is to support the staff and students. He said the budget looks great. We are funding for today, not for the future and interest rates are low so we should spend instead of save. If we don't have any money, then we won't spend it. Jenny Boelter, Jim Bailey, Jen Jaffe met and decided to save \$3,000 for emergencies and surprises and spend down the balance. Will expect to leave \$8,000 current balance for working funds at the beginning of the year, and staff will suggest ways to use the remaining money. Since the two biggest fundraisers come late in the year, the surplus from the previous year will be used in the beginning of the next year.

· *Suggestions from group:* Should we reserve more for promethean board repairs or replacement, Computer station updates, or more Chrome books? *Mr. Bailey responded:* we could do special fundraisers for a big purchase if our surplus didn't cover it. Fundraisers are successful when directed to a particular purpose. And the district may fund some of those technology purposes with future bonds.

· *Additional consideration:* Scrip account has \$22,000 now, so there is additional money. Scrip has to keep a balance so that GLScrip can deduct as charged (\$9800 one time last year) but there will be some surplus. Because SCRIP is scaling back on the amount of work, we don't know how much surplus they will actually have.

Additional Comments/Announcements

· *Deb Dudewicz:* Raised a concern that there is some confusion about when/what donations are still okay. Since some of the organizations got extra budget money to cover things that have been donated in the past, she requested clarification of the policies.

· *Jenny responded:* SPARK has needed a lot of donations from parents of food. Since we had extra budget money, we didn't have to ask for money, we could give the money to SPARK through the budget. Sometimes donations have been requested in the past when budget hadn't been planned. When receipts are turned in for expenses it helps HPTC create an accurate budget.

· *Jen Jaffe responded:* SPARK comes at a time when there are lots of requests for parent support, and this was intended to use money parents have donated through other fundraisers. For Teacher appreciation, we have budget set aside since purchased (packaged) items are more convenient for committee leaders and tend to be what teachers prefer.

· *Jen Jaffe will clarify the expectation:* We welcome parent support in any way that parents can offer. There will be times for donations and other times we use money previously given by families. If people have concerns about policies, please come to Jim Bailey and Jennifer Jaffe for clarification.

· \$31,000 surplus was approved by everyone to spend. Question was asked as to who decides how to spend the money. Jen Jaffe said she will defer to Jim Bailey as to what is needed. Jim said ideas come from the survey sent at the end of the year as far as what people think would add value to the school. That is where the recycling program idea came from. Most likely a staff and parent volunteer committee will be formed to discuss ideas. Then ideas will be brought back to HPTC to discuss and get approved.

· Book Fair- Erin Casey

Monster theme

Monday and Tuesday hours 7:00AM-3:30PM

Wednesday 7:00AM-4:00PM

Thursday 11:00AM-8:00PM

Friday tear down

You been caught reading tickets will be used by Jim again. Sign up genius will be used to sign up volunteers. Erin will get a note out soon to tell about the book fair and relay sign up genius info.

- Erin also said that there is \$675 in Scholastic Dollars that will expire October 17. What should be done with it? Erin suggested getting a coin counter. Jen Jaffe will take a look at the Scholastic book to see what would be best to buy.
- A question about homecoming was brought up- was anything sent home to volunteer to build float? Jim said no there wasn't. Carolynn Leuenberger had emailed him and said that time got away from her so a note was never sent home. They worked on float as they could.
- Communication issues were brought up based on a few items discussed tonight. Overall it was concluded that a note for volunteers to use sign up genius should have been sent home the 2nd week of school. It was noted in the hotline but there was so much info it may have been overlooked. Next year maybe we should use the hptchemmeter@gmail.com email as the sign up name instead of a personal email.
- Jill Allardyce sent Jen an email with DI update. There are 8 teams. She wanted to know if they can set up school performance time the 2nd week of February. Jen gave Jim email to follow up with her.
- Mathnasium wants to donate money to DI. They are asking for an amount that would benefit the program. Jen thinks we should ask for amount needed to register the teams for State Finals. Registration and Regional fees are covered from the amount budgeted from HPTC. Jenny Boelter will check on the amount it was to send teams to State Finals last year.

Adjourned at 7:20PM

Next Meeting: Wednesday, November 4 at 6:00 p.m. in the Teachers' Lounge