Highlands Elementary School

PTO Executive Committee Meeting

Tuesday, September 12, 2017, 9:30-11:00am

**Minutes**

Attendance:

*Present:* Kayt Townsend, Heather Tewsky, Karen Gabler, Evelyn, Kelli Holm, Ann Velander, Angie Misgen, Katie Mahoney

*Absent:* Betsy Johnson, Koren Nelson, Sheetal Backliwali

**Evelyn movd to approve the minutes from May 10, 2017, second by Healther. The motion was approved.**

1. Referendum Update from Karen Gabler
	1. The first draft of the 2017 Levy Referendum has been proposed by the Superintendent
	2. Apublic group has organized to keep the information transparent
	3. It is important to understand the facts and educate families. The Levy is for learning.
	4. Karen Gabler will be the Levy communications go-to for Highlands
2. Budget
	1. After school programs that are not on the budget (specifically marathon and running club)
		1. Katie is working to help reorganize and maintain after school programs that were not supported in the Spring
		2. We can add programs as line items but need to vote in the general PTO meeting in October
		3. Sport stacking may need funding too
		4. Karen Gabler to verify with district attorny that if the PTO is paying for athletic clubs that the PTO is not liable for any injury
	2. PTO can only represent what we have already planned for in the budget. The PTO can not support small group efforts that are not planned for the previous year.
3. 2017-2018 Executive Board and lead volunteer roles
	1. **Evelyn moved to approve Betsy Johnson as Treasurer-Elect second by Healther Tewsky. The motion was approved.**
	2. **Eveyln moved to approve Kayt Townsend as Treasurer of Deposits second by Healther Tewsky. The motion was approved.**
	3. Vote next meeting to add website and communication elect chairs to executive board
	4. The new room parent coordinator position will be lead by Sue Varecka
	5. Each executive board member will attend a Highlands staff meeting this year
		1. Eyleen to develop signup for exec members
4. Principal Update from Katie Mahoney
	1. Schoology
		1. 200 parents signed up- 400+ to go
		2. Developing one page cheat sheet for parents
		3. Keep trying to spread the word
	2. October 10th PTO board meeting
		1. John Schultz is coming
			1. Katie to touch base with him on topics
		2. Katie to briefly Launch the Maker Space mindset that will be available for families to experience monthly at dinner and discussion
		3. School Board canidates want to come for meet and great
			1. Katie to ask other schools what they are doing with the canidates
	3. Maker Space
		1. will run once a month
		2. during the maker space time period there will be an evening family experience
5. My SchoolAnywhere
	1. 284 families confirmed in the system
	2. We have data limitations with new district policies so big need to keep encouraging families to sign up
	3. Eveyln to schedule training session for exec members after the next executive meeting in October
6. Past/Upcoming Events
	1. Back to School Picnic – 9/15/17
	2. *Husky Day*
	3. Curriculum Night – 9/17/17
	4. General Session – 10/10/17
	5. Great Gathering, November 17, 2017 - Jamie Carl & Lisa Katter

(Annika to make lanyards for PTO exec members to wear at upcoming events)

1. Communicaitons
	1. 5 pm Wednesdays is deadline for communications in the newsletter
	2. Meeting minutes go on website
	3. Execmembers to send head shots to Eyleen
2. Other updates or business
	1. New fundraising events
		1. Readathon
		2. Change time for carnival – discuss next meeting
		3. School store up and running
3. Review of PTO support groups tabled for next meeting