



# Hillcrest PTO Agenda

December 11, 2018 Hillcrest Elementary Library

**Call to Order 6:15pm**  
**Sarah Zemple**

## **Approve October 2018 Minutes**

**Melissa Seidel**

- October Meeting Minutes approved – Heather Nawolski motioned, Caitlin Groteluschen seconded.

## **Principal's Report**

- Mrs. Wells shared thank you sentiments across the board for all the subcommittee's hard work in 2018
- There is a non-perishable food drive next week (12/17-12/21) for PACE. Students will be encouraged to bring in non-perishable food items and dress up per the daily theme.
- Hillcrest received a 5 star (highest possible) rating on annual report card
- Parent Katie Schock approached Mrs. Wells regarding traffic at parent pick up/drop off. They attended a meeting with the Village of Hobart on 12/10 to discuss possible options including additional signage, flashing lights for crosswalk, crossing guard, and sidewalk to Hillcrest. This will be an agenda item for the Village of Hobart's January board meeting after the village looks at possible solutions/costs.

## **Officers' Reports**

### President's Report

**Sarah Zemple**

- **Bylaws**
  - The bylaws have been updated to accurately reflect current board practices. Major changes include:
    - The clause to not be in the same position for more than 2 years in a row has been removed. If you are voted in by 2/3 majority after 2 years, you may remain in your role.
    - A new position will be created for next year called Committee Chair lead. This role will act as a point of contact to funnel all communication between committee's chairs and the board.
  - Caitlin Groteluschen made motion to vote on revised Bylaws. Bob Zemple seconded. Majority approved.
- **Committee Write Ups**
  - Sarah is asking all committee chairs to provide write ups on their events including outcomes, notes, contacts, behind the scenes detail, and feedback for next year. She will provide all chair's a template to use. Each chair will then maintain a binder with their notes.
- **Shed Install**
  - Shed is being installed Wednesday, December 12<sup>th</sup>.
- **Thank You's**
  - Sarah shared thank you notes that have been sent to the board.
- **Restaurant Fundraiser Chair Position Open**
  - Heather has set up all restaurant fundraiser dates for the 2018-2019 school year. This position remains open if anyone would like to take it on.
- **Box Tops, Conferences, Book Fair**
  - These events/fundraisers have gone well. 848 box tops were collected in November and Hillcrest will soon receive a \$1K check payout for box tops. (2 checks received annually). The food for parent teacher conferences went over very well and teachers were very appreciative. Thanks to Amanda and Tiffany for their hard work. Book Fair was a great success – thanks to Sam for her hard work.

### Vice President's Report

**Alex Zemple**

- **Newsletter - Tips Request**
  - Tip idea provided – reminder to all parents to have parking lot patience. There was additional discussion on the concerns of traffic in the parking lot and the flow of cars vs students leaving. A suggestion was made to have a volunteer act as a crossing guard to facilitate congestion.

- Newsletter will be sent out next week – send Alex any updates ASAP.

## Treasurer's Report

**Heather Nawolski**

### ● Financial Report

- Our fundraisers are going very well
  - Chipolte Profit - \$310
  - Marcos Profit - \$342
  - Chili's Profit - \$240
  - Received \$500 grant from State Farm
  - Did not receive Packer grant
- Items tabled to January meeting
  - Podium for music program – anywhere from \$400-\$1K
  - Electronic cloud based sign
  - Adjustable basketball hoops

## **Committee Reports**

### Family Fun Night - Dove McDowell

- Raffle basket ideas have been sent to teachers
- Dove suggested using the Freedom Food Truck for food this year
  - They set up and serve
  - Could do carnival themed foods – hot dogs, cheese curds, etc.
  - Hillcrest would receive percent of proceeds
  - The truck would be at doors outside by cafeteria and they would provide servers to run the food.

### Scrip - Dove McDowell

- Dove viewed a webinar for ideas to connect with parents
- There was good interest to purchase physical gift cards on hand after concert, as well as signing up for the program.

### Restaurant Fundraisers - Heather Nawolski

- No additional update other than above.

### Pizza & Paint / Cookies & Canvas - Aleshia Droegkamp

- Pizza & Paint went well – 10 participants - \$225 profit. Possible to do again in spring if there is interest
- Cookies & Canvas – went well – 21 participants in first session and 20 in second - \$928 profit, \$250 awarded to Miss Michaud. Looking at Monday, April 8<sup>th</sup> for spring session.

### Reading Program - Heather Piwonski-Dickinson

- Reading program is going well.
- Younger students are very motivated and enjoying the incentives.
- School continues to meet 50% participation mark for dance party at end of year
- Finding it harder to engage the 4<sup>th</sup> and 5<sup>th</sup> graders. We know they are reading, but struggle to turn in slips. Heather will look at possibility of using google docs to record their time. Other possible incentives include \$10 gift card for teachers, lunch with teacher (PTO would sponsor).

## **Unfinished Business**

### **New Business**

#### Speed Limit/Parking Lot

**Caitlin Groteluschen**

- There was no additional discussion other than what was previously discussed during the principle's report portion of the meeting.

### **Adjournment**

**Sarah Zemple**

*\*Our next meeting is January 8, 2019\**