



Hiawatha Elementary School Meeting Minutes

November 9, 2023

ATTENDANCE AND MINUTES APPROVAL

Attendance

Board Members: Stacey Smith, Jessica Savage, Mary Ann Migaldi, Jenna Shiver

PTO Members: Elesha Newberry, Stacy Wolfe, Colleen O'Neil, Teresa Olowolafe, Andrea Swartzle, Nicole Folino

Other members and attendees: Missy Sainz, Brenda McLean, Trisha Garvey, Adam C, Kim Colpean, Sabrina Potterpin

Approval of Meeting Minutes

October Meeting Minutes

EXECUTIVE BOARD REPORT (5 MINUTES)

- **President Report – Stacey Smith**
 - Expenses – 2nd October Vote Passed, None for November
 - \$400 to FundHub to renew our contract for next years walk (a discount to do it in advance)
 - \$5,500 for Charlie. \$5,000 initial investment and the re-occurring annual expense of \$500
 - \$80 for an ice machine in the front office.
- **Communications Report – Stacey Smith**
 - **Directory** - we are still working through the best way to manage a directory. This has been a district-wide conversation at DPC meetings. The district has recently hired a communications person and we are hopeful this can be addressed by them. Mrs. Garvey reached out to someone in tech regarding PowerSchool and that was shot down.
 - **Website** – Our website up and running
- **Treasurer's Report – Jenna Shiver**
 - Starting Balance - \$27,344.21k
 - Ending Balance - \$43,031.98
 - Notable transactions were:
 - Teacher Distributions - \$6,450, pending \$1000 to still cash
 - Received FundHUB ACH of 16,445.00
 - Voted to Prepay \$400 for FundHub, save \$100 for next year
 - Harvest, total expenses came to \$1,346, received \$24 in donations
 - Projected Budgets sent out to each committee, please return by Nov 15th

COMMITTEE CHAIR REPORTS (15 MINUTES)

- Hiawatha Harvest Committee Update – Elesha Newberry/Leah Kwapis
 - Approx 500 people showed up
 - Chair will submit suggestions for next year
 - Ran out of donuts/cider & Pumpkins
 - Next year sibling patch?
- Fundraiser committee – Teresa Olowolafe
 - Nov 15th Noodles and Company – 4-8pm - 25%
 - Dec 6th – Jersey Mikes 15% & Buff City - 20% 3-7pm
 - Jan 18th – Buddy's – 20%
 - Feb 29 – Launch – 22%
 - Potential fundraising Ideas utilizing Charlie - Change for Charlie, Bracelets, etc
 - Submitted a Grant from MSUFCU – this takes 4-6 weeks

- Hiawatha Helps – Jess Savage
 - 17 Turkeys to donate to Hiawatha families
 - There will be a Volunteer sign up to help families on Nov 20th 8:45-11:15
- Hiawatha Global Gathering
 - Friday, Feb 9th @ Hiawatha
 - Similar to Science night, students to sign up to display on culture/countries
 - Looking at bringing in Exhibitors & Performances
 - Area Restaurants to bring in samples from around the world

STAFF REPORTS (20 MINUTES)

- Principal Report – Joe Corr
 - All new staff settling in well
 - Recess equipment has been distributed to each class room
 - Feedback on Halloween Parade was great!
 - Science Night Grant submitted to OEF
 - Dec 5th – Virtual Bond update specific to Hiawatha, will discuss carline situation, this is a great meeting to attend
 - After school program starting Monday – around 30 students attending that could use some additional assistance and adult contact. They will focus on reading, math, and social
- Teacher Report – Trisha Garvey
 - Halloween was a huge success
 - Potluck & Carmel Apply bar was amazing, thank you PTO
 - Teacher Training ends Monday
 - Teacher swap space in the teachers lounge going great
- PBIS – Missy Sainz
 - Presented Slide show on what she does as CR-PBIS
 - There is a Calendar to purchase on wolf pack as fundraiser – on website
 - How to act on the playground, positive recognition, collecting data, & setting goals
 - Leader of the Pack – lunch staff to nominate 2 students per class
 - Restorative Justice
 - Post on webpage and FB page

NEW BUSINESS/QUESTIONS (20 MINUTES)

- **Charlie**
 - Charlie is officially a staff member at Hiawatha!
 - Memo of Understanding (MOU) was sent and signed.
- **Budget Deadlines for Committees** – In an attempt to continue to look at the budget wholistically, we have asked that all committee submit their budgetary requests by 11/15/2023. The executive board is also considering identifying a minimum “surplus” that is kept in the account that could be used in the case of unexpected expenses, or decreases in funds raised.
- **OEF Awards** –
 - Mrs. Garvey is winning an excellence award this year! The PTO will pay for the table for she and her guests.
 - Pamela Jones, Jessica Savage and Stacy Smtih attended last year and plan to do so again this year. It’s fun and a great way to support the district.
- **Election of a new Communications Coordinator** – Pamela Jones has resigned. Our bylaws state that we will hold a special election to replace any vacated positions. If you are interested in the position, please send an email to the PTO email expressing your interest. Primary responsibilities include: monitoring of the email and facebook accounts, updating the website, preparation of newsletter information, and drafting communications to both staff and the school community. There is a requirement to attend executive board meetings on the first Thursday of each month. PLEASE SUBMIT YOUR NAME BY DECEMBER FIRST IF YOU ARE INTERESTED.
- **Bond Update** – Playground Inclusion – Leah Kwapis
 - Next step – Dr Slee to reach out to school improvement groups at each school.
 - Have feedback by Holiday Break and committee will meet again to discuss further steps

UPCOMING EVENTS

- Nov 30 – Picture Retakes
- 11/15 – Noodles and Company Fundraiser
- 11/15 – OEF Banquet @ Kellog Center
- **District Parent Council (DPC) Meeting** – Nov 20th @ 12-2:30pm to be held at Bennett Woods Elementary School
- **Next PTO Meeting** – December 14th at 7:00pm in the library. Teachers asked to use this as a forum to discuss what is going on with the school and share