



Hiawatha Elementary School Meeting Minutes

Sept 14, 2023

ATTENDANCE AND MINUTES APPROVAL

Attendance

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

PTO Members: Holly Orr, Elesha Newberry, Stacy Wolfe, Kayla Byrd-Daniels, Nicole Folino, Colleen O'Neil, Andrea Schwartz, Teresa O, Lindsay Harrod

Other members and attendees: Erin Guess, Missy Sainz, Brenda McLean, Natalie Tompkins, Chad DeKatch, Shawn Belanger, Jody Noble, Trisha Garvey, Adam C, Meaghan Smith, Kim Colpean, Erika Parsons, Sabrina Potterpin, Amber, Chelsea

Approval of Meeting Minutes

No Previous Meeting Minutes

EXECUTIVE BOARD REPORT (5 MINUTES)

- **President Report – Stacey Smith**
 - Welcome New Members
 - Roster/directory and Committee/Board position handouts.
 - Discuss new meeting structure. Executive, general, and committee meetings.
 - Committee meetings are already happening if you haven't heard from your chair yet, reach out.
 - Still time to join/adjust the committees you are on.
 - Bylaws
 - voted to update the bylaws at the end of the 22/23 school year.
 - Copies are in binders, extra copies available if you would like one.
 - Highlights include clarification of which members have voting privileges, the addition of the executive board position for the Communications Coordinator
 - Expenses
 - September Expenses Vote—PASSED
 - Includes : overhead expenses for Hiawatha Harvest, the FUNdraising walk, goodies for the staff bathrooms, teacher grants and handmade signs by Kayla to be used at multiple events throughout the year for many years to come.
- **Treasurer Report – Jenna Shiver (report attached)**
 - No tax returns filed for 2018, 2019, 2021. Since we filed in 2022, this makes us current, however we will need to pay for late fees from previous years.
 - Received \$450 of income from donations
- **Communications Report – Pamela Jones**
 - Working on PTO website on the Hiawatha Website, to house minutes, etc
 - Currently including everything in the Bi-weekly Newsletter that Jody Noble sends out
 - Encourage people to join Facebook Page

COMMITTEE CHAIR REPORTS (15 MINUTES)

- Teacher Appreciation (staff bathroom update) – Stacy Wolfe
 - Items scheduled to come next week, should be able to complete this in the next couple weeks
- FUNdraising Walk Committee Update – Stacy Wolfe
 - Being held on Oct 6th at 2:30
 - Asking each student to raise \$50, top 3 classrooms get movie party

- Specials teacher to participate in Pie in the Face
- Playmakers to come and play music
- Waters and snacks for the kids
- Link is Live to start donating – closing Oct 16th
- Teachers to communicate info about the walk and going into the newsletter
- Hiawatha Harvest Committee Update – Elesha Newberry
 - Date is still TBA – 5:30-7:30
 - Planning to have Pumpkin patch, decorating, cider and donuts. Action club on board to assist
 - Volunteer opportunities to help with pumpkin delivery and set up and clean up.
- Spirit Week Committee Update – Lindsay Harrod
 - Selling t-shirts schedule posted, still open spots to help. Schedule of week listed below
- Hiawatha Happening – Theresa Olowolofe
 - Last year it was changed to a free event with exception of Food
 - Silent Auction – ask businesses all over the state to donate. Asking for parents to assist in helping to contact them starting as early as possible.

STAFF REPORTS (20 MINUTES)

- Principal Report – Jody Noble
 - Hiring process under way - Mario Martinez been doing phone screening and then committee interviews
 - Sept 25 – Professional Development Day – NO SCHOOL
 - Each building gets to develop their own curriculum.
 - Science
 - Math training
 - Tier support, academically and behaviorally. Includes long term subs
 - Bond – New furniture in library pods and some class rooms. Building new vestibule next summer
Chippewa new building June 6th, Our playground getting a make over, new carline
 - DEI – welcome new members, more voices makes them stronger
- Teacher Report – Trisha Garvey, Shawn Belanger and Erika Parsons
 - Garvey - Settling in well, teachers creating classroom cultures, enjoying new furniture, closing NWEA testing. Teachers going to additional training to teach kids how to read – Gilligan?
 - Belanger - Overall atmosphere has been great and positive
 - Erika Parsons - Hiawatha Helps – Fall food drive. Sponsor a family program. Does PTO want to be a part of that. PTO to pay for Turkeys – advertising. Sponsor families for Christmas. Would love to start a care closet?
 - Adam C. - Adrienne Hagen coming to present RTI next meeting. NWEA testing being done includes assessments in math and reading.
- PBIS – Missy Sainz
 - Completed the school walk through inside and out and show the children how to they are supposed to follow processes throughout the school. Recently added soccer and group games section this year.
 - In process of reviewing topics for teachers to teach in classroom. Missy to do a once a month behavioral lesson
 - Data collecting on tier one procedures – for all kids. If above 70% means good!
 - Action items – Asking parents to join committee
 - Created videos in summer
 - Newsletter started last year
 - Training for staff on referral system
 - More student family involvement – creating a handbook
 - Goal to get consistent people in lunch and playground.
 - Form to write down any incidents that happen
 - Golden tickets being given to kids, able to turn them in for prizes, etc. or can donated to whole class reward

NEW BUSINESS/QUESTIONS (20 MINUTES)

- Fall Food Drive—Erika Parsons
- **Homecoming Parade**—Friday October 6th. Theme is “movies”. Meet in the overflow parking lot of 242 Church at 4:45pm. Looking for a parent volunteer to coordinate. Registration form has been completed. Movie theme – Zootopia. Kayla and Erin to help and look into building float
- **Trunk or Treat** – Sunday, 10/29 4-7pm in the OHS Stadium parking lot
- SignUp Genius—one for the year. Events added and deleted as dates are established.
 - <https://www.signupgenius.com/go/10C0949AEAE2AA1FEC43-hiawatha2#/>
- Parent Feedback Form – Please use this if you need to know anything or have feedback to provide.
- Hiawatha Directory – working on what it will look like. PTO to put together google form.
- New Format (FMX) for requesting use of district Facilities – Jessica Savage POC
 - Must put in 10 days prior to date

UPCOMING EVENTS

- 10/2-10/6 Spirit Week
 - Monday – Disney Day
 - Tuesday – Decades Day
 - Wednesday – Wolf Pack Day
 - Thursday – Beach Day
 - Friday – Class T-Shirt/Color Day
- 10/6--FUNdraising Walk – @ 2:30pm
- Date TBD Hiawatha Harvest – @ 5:30-7:30pm
- **District Parent Council (DPC) Meeting** – Sept 18 @ 12-2:30pm to be held at the Admin Building.
- **Next PTO Meeting** – October 12th at 7:00pm in the library. Adrienne Hagon, RTI Coach will be presenting on MTSS
- **Woof Pack** – more information to come about the PTO involvement to assist with funding. Charlie is Insured. Need to Budget money for misc items. Also have a plan for students with allergies, this is going out to teachers.
- **Custodian Appreciation Day** – Oct 2 – Teacher Appreciation committee to coordinate something.
- **Staff fridge** – Desperately needs cleaning, Stacy Wolfe volunteered to take a look