Hillview PTO
Minutes of the Regular PTO Executive Board
Thursday, December 8, 2022
8:30–9:30 AM
In-Person Meeting

PTO Executive Board Members 2022-2023:

Co-Presidents	Amy Beim & Amy Heinz	Volunteer Coordinator	Kelly Morehead
Co-Vice Presidents	Sarah Sobel & Sarah Thayer	Volunteer Coordinator Apprentice (voting member)	Maria Lehmkuhl
Treasurer	Wendy Turner (attended via zoom)	After-School Activities Coordinator	Tara Carranza Chapman
Vice Treasurer	Carolina Whitty	After-School Athletics Coordinator	Becky Genauer
Financial Secretary	Brenda Lo	Parliamentarian	Astor Toyos
Recording Secretary	Tiffany Griego-Crowe	Principal	Danielle O'Brien
Communications Chair	Rebecca Emery	Teacher Representative	Aruna Dutta, Valerie Cypert
Auditor	Anne Yeow	MPAEF Liaisons	Catherine Bicer, Katherine Glass

Present: 15 (Wendy Turner attended at 9:15 am via zoom)
Absent: Sarah Thayer, Carolina Whitty, Anne Yeow, Katherine Glass, Valerie Cypert

I.	**Call To Order**	Amy Heinz	5 min

The meeting was called to order at 8:36 AM by Amy Beim.

II.	**Co-Presidents' Report**	Amy Heinz, Amy Beim	10 min

- **Approval of OCC MOU:** Developed by a committee and in detail. The memo contains clarifications pertaining to how to track teachers and administrators not in the district, as well as business partners and realtors who donate and are parents in the district. No one objected on the PTO to the edits.
- **Capturing PTO knowledge:** Please consider a mid-year interview or use role information sheet in order to help the PTO Presidents collect best practices and lessons learned. Amy Heinz interviewed the W.E.B. Day Coordinators and Athletic Commissioners as part of the effort to gather feedback.
- Parent coffee tomorrow from 8:00-8:40 am.

III.	**PTO Board Meeting Minutes – Review & Approval**	Tiffany Griego-Crowe	1 min

- Tiffany distributed the 11/10/22 and 11/17/22 meeting minutes by email for approval. Tiffany motioned approval; Astor Toyos seconded. Meeting minutes were approved unanimously.

IV.	**Parliamentarian Update**	Astor Toyos	1 min

- Astor is actively working to recruit for executive board positions for 2023-2024. **If you wish to continue your current position for the 2023-2024 school year, which is highly encouraged, please email Astor if you wish to continue in your role: aatoyos@gmail.com.**
- Recommendations for nominating committee (5 people plus one alternate will be needed); please share names of recommended people for the nominating committee.

V.	**Principal's Report**	Danielle O'Brien	10 mins

- Field update: Field is close to completion, likely when school resumes in January.
- Second bell schedule to be piloted will begin January 30 and last a couple weeks.
- Analysis from the prior pilot was that students and parents liked the lower homework load, but the teachers expressed there was less homework participation; four days/week of 80 minutes was too long for kids and

teachers; teachers liked one day/week of the 80-minute blocks; practice of “IMPACT” was not deemed successful even though the intentions are still valuable.

- One goal with the new pilot is to allow for time throughout the week for reassessments - Standards Based Grading is better supported by having some opportunity for a block day.
- Staff Update: P.E. teacher (who was also one of the Athletic Commissioners) has moved to a new school. Math teacher is on leave through 12/16/22; new guest teacher for math is in place. She is focused on designing remediation plan for all kids identified with gaps in math. Sixth Grade Science will go on leave, and Danielle has a plan in place.
- Superintendent Kristen Gracia is starting the process of looking for a new principal.
- Graduation: Friday, June 9th and likely to take place at 5:30-7:30, following discussion about heat and shade.

VI.	**Treasurer’s Report**	Wendy Turner	5 mins

- Wendy circulated the Statement of Financial Position as of October 31, 2022. Will circulate November Statement as soon as possible.
- Received another OCC check ($80,000)
- Reimbursements to teachers flowing through Bill.com
- Raised $180/family for holiday cards

VIII.	**Teachers’ Report**	Ms. Aruna Dutta	1 min

- Prior to this meeting, teachers had been focused on completing report cards together.

IX.	**Updates**		0 mins

- **MPAEF:** Auction item ideas, specifically parties, are requested by Catherine Bicer and Katherine Glass. Ideas centered on parties on campus, during the day, and with light involvement by a teacher. Parking spot, graduation seating/parking, Principal for the Day, and sponsor bomb pops for the whole school. March Madness and Lunch Clubs are ideas. We also seek more ideas around adult parties.

Meeting adjourned at 9:30 a.m.

Respectfully submitted,

Tiffany Griego-Crowe
Hillview PTO Recording Secretary

These minutes were approved at 8:55 AM on January 12, 2023.