Hillview PTO
Minutes of the Regular PTO Executive Board
Friday, March 11, 2022
9:00–10:00 AM
Virtual Meeting

PTO Executive Board Members 2021-2022:

Co-Presidents	Ward Bullard & Astor Toyos	Volunteer Coordinator	Kelly Morehead
Co-Vice Presidents	Amy Beim & Amy Heinz	After-School Activities Coordinator	Tara Carranza Chapman
Treasurer	Jed Scolnik	After-School Athletics Coordinators	Brian Roberts & Derrik Shirley
Vice Treasurer	Wendy Turner	Parliamentarian	Krista Rosa
Financial Secretary	Vicki Eckert		
Recording Secretary	Tiffany Griego-Crowe	Principal	Willy Haug
Communications Chair	Alison Matthews	Teacher Representative	Aruna Dutta
Auditor	Archna Mehta	MPAEF Liaison	Jenna Atchison

Quorum Present: Yes (14)
Absent: Brian Roberts, Vicki Eckert, Aruna Dutta

These minutes include asynchronous Board updates (Board Cmte Updates) provided in advance of meeting.

I.	**Call To Order**	Ward Bullard	2 mins

The meeting was called to order at 9:03 AM by Ward Bullard.

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

The February 11, 2022 Executive Board meeting minutes were approved unanimously as distributed. Krista Rosa moved approval; Astor Toyos seconded.

III.	**Nominations Committee Update**	Krista Rosa	N/A

- Nominations Committee is final.
- **Open PTO positions are detailed below:** Krista seeks qualified and interested people for the positions below (in the chart at the end of these minutes). Please contact her with suggested people and contacts.
- Must recruit for 75% of new PTO positions. Need nominations for Treasurer and Vice Treasurer in particular.
- **Volunteer Coordinator / Academy Lead Coordinator:** Kelly Morehead has volunteered for the role and seeks/desires an apprentice. Parent Square simplifies this role to be a lead-plus-apprentice model.
- **PTO is hiring a part-time Athletics Director;** job description: https://docs.google.com/document/d/1ZFEXlajXoP-Z6lGRyGE0yYF4jN7U-vXrVO0h-XWhjsk/edit?usp=sharing
- **Athletics Organizational Volunteer Roles & Structure:** https://docs.google.com/document/d/1Gm8nwX9RDuvcD0xHghUYL5ramPdpd6F260592R1VtOA/edit?usp=sharing
- Hillview will post half-time leadership position, which could be combined with the AD.

IV.	**Principal's Report**	Willy Haug	10 mins

- Upcoming events:
  - 5th grade parent event – April 7th
  - Drama Show after Spring Break
  - 8th grade Decades Dance
- From the Board meeting, masking is not mandated, but strongly recommended. Doing messaging regarding treating each other with respect for individual decisions.
- Mr. Haug is pursuing field trips ideas from staff, and there are at least two prospective ideas.

A motion was presented by Tiffany Griego to reallocate approximately $12,600 of unfunded grant money for fieldtrips this year; motion was seconded by Astor Toyos. The motion carried unanimously.

- Aiden Appleby is working on broadcasting production and equipment. We have a proposal to evaluate, and a new draft is forthcoming. This would support 75 students in relevant electives and in the current Seussical production and all future productions.
- Second round of Panorama Survey Results are in related to student perception of school experience, student perception of teacher experience, parent perception of school experience. The challenges of the year are reflected in the results, and the students and heroic teachers are reflecting a fair amount of exhaustion.
- Turning back to redesign schedule for a variety of goals and piloting various options for future evaluation.

V.	**Treasurer's Report**	Jed Scolnick	5 mins

- Refer to Jed's documents distributed on Mar. 10, 2022: "Statement of Financial Position, which is the snapshot of the bank balances, the Budget vs Actuals which is what has been spent as it relates to the overall 2021/22 budget, and the Statement of Activity by month further breaks this down."
- PTO is providing funds for Disneyland trip for band, but will be reimbursed (pass through).
- Funding $10,000 for 8th grade party to be combined with $15,000 in donations, for a total $25,000 budget
- We are purchasing Ping Pong tables for Hillview School.
- We are receiving donations for Track and Field, Tennis, Volleyball, thus plenty to spend down.

VI.	**Vice Presidents' Report**	Amy Beim	3 mins

- Currently working to support the OCC MOU; we have agreed to retain the one-year term instead of a multi-year agreement.
- Distribution of anonymous funds (funds that can't be traced to anyone) will remain the same.

VII.	**Audit**	Archna Mehta	2 mins

- Validated $352K cash balance
- Four outstanding checks not cleared and will need to be reissued. Jed clarified that 3 of the 4 are likely void at this point. The 4th payment was a duplicate payment and will need to be voided.
- Clean audit and nothing to highlight of concern.

VIII.	**Presidents' Report**	Ward Bullard	5 mins

- Friday, April 29 - Staff Development Day (no school) – "Operation Wellness Day"
- Upcoming Riekes Days Field Trips: May 23: 6th / May 27: 7th / June 6: 8th
- Pastries and Coffee last Friday (thanks to Nora and Tamara Russel)

IX.	**Teacher's Report**	Ms. Aruna Dutta	N/A

- None

X.	**MPAEF / OCC Updates**	Jenna Atchison	asynchronous update

Please sign up to volunteer at these important upcoming events:

- CLICK HERE to help with the **RUN – May 22, 2022**
- MPAEF Campaign
    - Parent Donations as of 2/8/22 $3,548,159 (updates coming by Friday this week)
    - 98% to goal - pledges coming in
    - We are in a great place for this year!
- **Auction Updates**
    - Auction Items: https://www.biddingforgood.com/auction/auctionhome.action?vhost=MPAEFSpringAuction
    - Auction Fund-A-Need: https://drive.google.com/file/d/1sgEZE4M0rmt4fiP93WBrvR7umWm0V-rf/view
    - Event will follow all MPCSD indoor and masking policies
    - Per District request - no individual teacher parties this year. Each school will have a buy-a-spot party (one per school) at $25 (ex. Kona/Ice Cream Truck)
    - Updated Cancellation & Refund Policy
    - If MPAEF cancels on or before 3/1 due for community safety, we will offer partial refund based on vendor costs incurred
    - If cancel after 3/1, no refund provided
    - For any amount not refunded, MPAEF can transition ticket purchase to a tax-deductible donation at request of buyer
- **Upcoming Dates**
    - March 12, 2022: Spring Auction Party
    - March 16-21 2022: Online Auction

- May 22, 2022: Schoolhouse Rocks Run & Festival

XI.	**After School Athletics**	Brian Roberts & Derrik Shirley	N/A

XII.	**After School Activities Coordinator**	Tara Carranza Chapman	N/A

XIII.	**Communications**	Allison Matthews	asynchronous update

- Course catalog was released this week on the website. 6th grade reg pending. General site updates include athletics, dance and drama will be coming soon.
- Template that we are currently using across the district for the website is going to be changing in the forthcoming months. Need to select a new template (or provider) shortly that will cascade the look and feel throughout the district.
- HV Grad Night 2022 will be held in the gym immediately following graduation per guidance from the district. Org committee KO this past Wed and more information for volunteers/donations will be in coming newsletters and direct 8th grade emails.

XIV.	**Volunteer Coordinator**	Kelly Morehead	N/A

- Have been approving Valentine's Party reimbursement requests as they come in. Not as many as there were for December parties. Maybe more will come this week.

XV.	**Additional Discussion, Action Items**	Ward Bullard	N/A

- Next Meeting:
  - Executive Board - Friday, April 15 at 9:00 am (Zoom)

The meeting was adjourned at 9:56 AM.

Meeting Recording:
https://mural.zoom.us/rec/share/SslWh1n0T3dIbX0dzETR0JXnARwn0aKS2ZN2xna0tpCQmLex_1L_LMlY0ohrtX2i.YTGDU21r29YOb1G6
Access Passcode: ^F!qT217

Respectfully submitted,

Tiffany Griego-Crowe
Hillview PTO Recording Secretary

These minutes were approved at 9:05 AM on April 15, 2022.

ROLE	2022-23
Co-Presidents	Amy Beim , Amy Heinz
Co-Vice Presidents*	
Treasurer *	Wendy Turner
Vice Treasurer	
Financial Secretary/Data Tracker	
Recording Secretary	Tiffany Griego
Communications Chair	
Auditor	
Volunteer Coordinator	Kelly Morehead + apprentice
After-School Activities Coordinator	
After-School Athletics Coordinator**	
Parliamentarian	
Principal	Willy Haug
Teacher Representative	Aruna Dutta
MPAEF Liaison	

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