**H.O.P.E. Meeting Minutes**

**March 9, 2015 – 6:30 p.m. Heyworth Elementary School Library**

**Attendees: Kira Stevens, Emilie Shoop, Barb Sparks, Kelly Fields, Nikki Bussan, Theresa Ory, Lisa Maas, Nancy Friedrich, Casie Smith, Amy Ruppert, Ashley Schwendy, Brian Bradshaw**

**\*\*\* Call to order – Lisa Maas \*\*\* 6:37pm**

**Administrative**

* **Secretary’s Report- Ashley**
* **February Minutes were reviewed and approved**
* **Motion to approve by Barb, seconded by Theresa**
* **Treasurer’s Report – Barb**
* **Ending balance: $40,061.36**
* **Changes: Hoedown ticket and shirt sales, printing has been paid**
* **Extra line item has been added for Hornet Games**
* **Reminder to not pay tax for HOPE purchases. Use HOPE tax ID**
* **A survey will be sent out to staff to reassess larger needs; have someone come in to talk about technology needs**
* **Motion by Kelly to approve budget, seconded by Casie**

**Old Business**

* **Fundraising**
* **Market Day Report – Jenn L**
	+ - **No rep will be provided next year. Need to reassess our needs and talk to Jenn**
	+ **Box Tops Report – Brooke M. & Kira S.**
		- **More consistent reminders are needed**
		- **Candy/baggies are too expensive**
		- **Need to start planning for next school year; have a set schedule**
		- **Needs to be a joint effort with Meijer/Tyson/Campbells**
		- **Gift card winners: Emma Mowery, Maddie Stork, Karson Langellier**
		- **1st submission: $1,354.40**
		- **2nd submission: $1,543.50**
	+ **Meijer, Tyson & Campbell’s Reports – Kelly F & Karen Maharas**
		- **Campbells:**
			* **1,250 points with March submission- received free books**
			* **Maximizing book bonus months**
		- **Meijer:**
			* **No updates**
		- **Tyson:**
			* **100 labels were submitted- $24 check and free books**
			* **Currently have 60 labels- will hold for next book bonus**
* **Dine Out Fundraisers- Denise & Christy**
* **Godfather’s cards: ½ price after Spring Break**
* **Chuck E Cheese: March 27 3-9pm**
* **Shoperoo**
	+ **Just shy of $100**
	+ **Ready to post it on Facebook and send out via the HOPE database**
	+ **Talk to Karen about points restrictions regarding referrals**

**Other Business**

* **Staff Appreciation**
	+ **May 4-8**
	+ **Plans are in full swing**
	+ **Contact Ashley or Theresa if you want to help with planning**
* **Hoedown**
	+ **Signupgenius has been sent out- donations, work slots**
	+ **Facebook page has been created**
	+ **Class projects- art classes are doing many of them**
	+ **Decorate and Dine the night before- babysitter will be available, Bandanas catered**
	+ **Credit card machine was discussed. HOPE Exec is still researching possibilities. This will be a priority over the next couple of weeks. Based on research so far, a credit card machine will not be very cost effective. Monthly fees involved. Mobile device card readers are not secure, and there are many liabilities involved. Online would be a safer method. Looking into this option**
	+ **Challenge Bag- deadline a week before the event. Trophy has been ordered for the winner**
	+ **Invitation will be on the next water bill**
	+ **Committee is meeting tomorrow after school**
	+ **Cafeteria has received many donations from food vendors**
	+ **Neighbors have been notified about the event and have been offered free tickets**
	+ **Vendors all have liability insurance**
* **Hornet Games**
	+ **Date has been changed to the last Friday of the school year (May 29)**
	+ **All movie day will be on the last day of school (June 3)**
	+ **Need an activity from 1:30-3pm: Possibly author/character storytime and Kira will bring up at Library Board meeting**
	+ **Water games possibly moved to another location**
	+ **Directions for each station will be provided to volunteers- volunteers will have special lanyards**
	+ **Specials teachers will be running main areas/timing rotations- 2 hour blocks and teachers will oversee students as they rotate to each station; discussed need for balancing requirements of specials teachers, other staff, and parent volunteers**
	+ **Will need a helper for Sno-cones**
	+ **Cotton candy will be bagged and boxed the night before**
	+ **Need someone to fill water jugs throughout the day- Lisa Maas has a Rhino that can be used for transport; reach out to other HOPE members with golf carts**
	+ **Maria Eeten is donating popcorn and popcorn bags for movie day**
* **Hornet Pride T-Shirt Design**
	+ **Currently have 2 designs**
	+ **They will be posted in the staff lounge for staff voting and then remaining HOPE membership will vote at April meeting**
* **Hornet Walk Committee Chairs**
	+ **Nominations:**
		- **Kelly nominated Michelle Wills for Chair, Seconded by Kira: Vote passed, unanimous**
		- **Amy Ruppert nominated Amy Roerig as C0-chair, Seconded by Kelly; Vote passed, unanimous**
* **HOPE Officer Elections**
	+ **President and Vice President roles are up for election**
	+ **A note will go out regarding roles; contact Lisa Maas or Christy Tate if there are questions about positions**
	+ **Nominations will be made in April; Vote in May**
	+ **Question was asked about any term limitations. One person can hold the same position 2 times, non-consecutive**
* **HOPE Grants**
	+ **2 grants to be voted on. More will be voted on at April HOPE Meeting**
	+ **Next year, these will be voted on in October and March**
	+ **Questions were asked about the grants and how they came about- based on past meeting minutes, membership was presented with the grant idea back in May 2014 as an outcome of the staff survey; was later voted in to the budget by membership; HOPE has been in communication with HEF to establish guidelines and ensure that grant programs are complementary, with guidelines shared at January HOPE meeting.**
	+ **HOPE membership was presented with a request to have input on where the Hoedown proceeds are allocated, and made a recommendation/petition for a covered pavilion with picnic tables to support opportunities for outside education. Letter was signed by many staff members.**
	+ **Discussed that HOPE welcomes input/guidance into larger needs and will send out staff survey to identify any additional top needs for further exploration and eventual membership vote.**
	+ **Additional question was raised about allocating HOPE funds directly to staff; discussed that HOPE currently provides an annual teacher gift and that we may consider increasing that amount in the future. Grant program allows HOPE to support specific needs (individual teacher, grade level, school-wide, etc.) that would otherwise go beyond standard gift allocations.**
	+ **Grants were posted on the HOPE website last week for review; also announced on the Facebook page**
	+ **Secretary, Treasurer and Principal will tally votes after the meeting and announce the results tomorrow**
* **Principal’s Report**
	+ **PAARC testing is underway; 5th and 6th grade took it already and were positive about it- liked it more than ISAT; 3rd and 4th graders taking it this week**
	+ **Honors Chorus will be singing at the Cardinals game July 19th**
* **Teacher’s Report**
* **None**
* **Around The Room – other topics**
	+ **None**
* **Adjournment 8:31pm**