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

**January 12, 2015 – 6:30 p.m. Heyworth Elementary School Library**

**Attendees: Ashley Schwendy, Nancy Friedrich, Kira Stevens, Lisa Maas, Victoria Crow, Theresa Ory, Christy Tate, Denise Carlton, Barb Sparks, Nikki Bussan, Kelly Fields**

**\*\*\* Call to order – Lisa Maas\*\*\* 6:34pm**

**Administrative**

* **Secretary’s Report- Ashley**
* **November Minutes were reviewed and approved**
* **Motion to approve by Theresa, seconded by Barb**
* **Treasurer’s Report – Barb**
* **Ending balance: $39,289.99**
* **Changes: Cotton Candy machine purchase, Market Day check, Box Tops, Magazine Sales**
* **Godfather’s card orders/money need to go in Denise’s mailbox**
* **Motion by Lisa to amend bylaws to state any checks less than $200 will be signed by HOPE Treasurer or the Heyworth Elementary School Principal and any checks equal to or greater than $200 will be signed by two of the HOPE Executive Board members. Seconded by Barb. Approved**
* **Motion by Victoria to add $68 to the budget for the Christmas tree/decorations; seconded by Nikki. Approved**
* **Bylaws will be posted online**
* **Motion by Kira to approve budget, seconded by Theresa**

**Old Business**

* **Fundraising**
* **Market Day Report – Jenn L**
	+ - **Thursday is now the deadline to submit orders, no exceptions**
		- **Pickup time will be 4:45-5:30pm**
	+ **Box Tops Report – Brooke M. & Kira S.**
		- **Current earnings: $1,354.40**
		- **Waiting on credit for 163 Land O Lakes box tops that were expired (company error)**
		- **Currently a $400 discrepancy, but will be worked out**
		- **March is the next submission; will advertise with a Valentine’s Day theme with baggies**
		- **Will continue to coordinate with Campell’s and keep Facebook updated**
	+ **Meijer, Tyson & Campbell’s Reports – Kelly F & Karen Maharas**
		- **Campbells: Current balance 7,492 points, 537 labels were just deposited**
			* **We are doing better than last year**
			* **Will continue to earmark earnings to go toward playground equipment**
		- **Meijer:**
			* **December was our highest profit so far: $15**
			* **Need to send out more brochures; Kelly will order them**
		- **Tyson:**
			* **Offering books and reward money when 100 labels are turned in.**
			* **We currently have about 70**
		- **School Spirit labels are also being collected. We receive $500 for every 100 turned in; double rewards opportunities**
		- **Fabric has been added to the bulletin boards/ will add laminated barometers to track Campbell’s/box tops/etc**
* **Dine Out Fundraisers- Denise & Christy**
* **Godfather’s cards: $210 purchased before Christmas; $250 total**
	+ **Will do a Superbowl push**
* **Chuck E Cheese- $127.10 received; will look into doing it again during Spring Break**
* **Shoperoo App-**
	+ **Earning periods run Aug 1- July 31**
	+ **25,000 Roo points = $50**
	+ **Snap a picture of receipt within 14 days to earn points**
	+ **Select our school at signup**
	+ **Can do surveys for extra points**
	+ **Will test it as a small group to figure out ways to optimize it**

**Other Business**

* **Santa Breakfast**
* **Profit: $1,970**
* **Mixed reviews on the photo situation**
	+ **Looking into photo printer options; can buy paper/ink kit per event or ink that lasts longer**
	+ **Need to consider cost, quality, speed**
* **Thanks to everyone who helped**
* **There will be more updates next month**
* **Teacher Gifts**
	+ **A total of $4,100 was distributed to staff members**
	+ **2 programs were added- Before/After School program as well as Daycare program**
	+ **Looking into possibly moving this to another time period such as the beginning of the year**
	+ **Will get more feedback from staff and add to future agenda to discuss further**
* **Spring Committees**
	+ **Hornet Pride T-Shirt Committee**
		- **Lisa nominated Kelly as chair, seconded by Denise; vote passed**
		- **Kelly nominated Christi Elias as co-chair, seconded by Christy; vote passed**
	+ **Playday Committee**
		- **Kelly nominated Nikki as chair, seconded by Kira; vote passed**
		- **Kira nominated Nancy as co-chair, seconded by Christy; vote passed**
	+ **Staff Appreciation Committee**
		- **Kelly nominated Ashley as chair, seconded by Nikki; vote passed**
		- **Kelly nominated Barb as co-chair, seconded by Christy**
		- **Ashley nominated Theresa as co-chair, seconded by Nikki**
		- **Barb resends; vote passed for Theresa as co-chair**
	+ **Carnival co-chair**
		- **Tabled**
* **Carnival**
	+ **Will be held January 25th, date changed**
	+ **Google docs has been setup**
	+ **Added 6-7 new games**
	+ **We need volunteers!! Would love to have more staff participation; only 3 have signed up**
	+ **Need more baked goods**
	+ **Photo printer could be used for this event**
* **Hoedown**
	+ **Google docs have been set up**
	+ **Donations are coming in**
	+ **In process of confirming bands/mechanical bull**
	+ **Flyers for tickets and t-shirt sales will be sent out**
	+ **Meetings are coming up**
	+ **Need extra tables and chairs; will check with local churches (Ashley will check with the Legion and New Horizon)**
	+ **Submitted request for ISU volunteers; waiting to hear back**
	+ **4 State Farm grants will be used to cover some food costs**
	+ **Order form needs to be posted online**
	+ **Could also use photo printer for this event**
	+ **Themed bag challenge- HOPE has been challenged. Bags will be auctioned off. Goal is to earn most money**
	+ **Currently re-working big board- rethinking and planning final layout**
* **Teachers’ Grants**
	+ **Background, Application Process and Evaluation Criteria form**
	+ **The goal of HOPE’s program is to enable supplementary financial support to Heyworth Elementary staff for the end benefit of student education/enrichment**
	+ **Meetings will be held in October and March to vote on applications**
	+ **Members who have at least 1 hour of participation in HOPE during the school year are eligible to vote**
	+ **In the event of a tie vote/score, it is at the discretion of HOPE Exec Board to award partial grants to those applicants**
	+ **Current budget is $10,000 for the year, but may vary from year to year**
	+ **Compared to HEF’s program: we want to be more flexible; HEF requires innovation**
	+ **All applications will be posted ahead of time for membership review**
	+ **Applications need to be submitted at least 2 weeks in advance for review**
* **Principal’s Report**
	+ **None**
* **Teacher’s Report**
* **None**
* **Around The Room – other topics**
* **Photo Printer-**
	+ **Motion by Theresa to allocate $350 to purchase photo printer, seconded by Christy; approved**
* **Adjournment 8:38pm**