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

**May 11, 2015 – 6:35 p.m. Heyworth Elementary School Library**

**Attendees: Ashley Schwendy, Barb Sparks, Michelle Wills, Lisa Maas, Kelly Fields, Nikki Bussan, Karen Maharas, Christy Tate, Wendy Hadden, Wendy Corbly, Emilie Shoop, Beth Reeser, Nancy Friedrich, Theresa Ory, Lisa Dahlhauser, Amy Ruppert, Anna Hanrahanik**

**\*\*\* Call to order – Lisa Maas \*\*\* 6:35pm**

**Administrative**

* **Secretary’s Report- Ashley**
* **April Minutes were reviewed.**
* **Motion to approve by Michelle, seconded by Lisa**
* **Treasurer’s Report – Barb**
* **Ending balance: $63,286.78**
* **Changes: Teachers grants, Hoedown, Box Tops, School Supply Kits, Misc checks**
* **Motion by Emilie to approve budget, seconded by Theresa**

**Old Business**

* **Fundraising**
* **Market Day Report – Jenn L** 
  + - **Thanks to Jenn for her hard work**
    - **Jenn will oversee the summer sales, but we still need to identify a new chair and co-chair**
    - **The process has been simplified; orders are pre-packaged**
    - **Next due date: May 14**
  + **Box Tops Report – Brooke M. & Kira S.** 
    - **Baggies sent home with the youngest child in each family; Return by June 1st**
  + **Meijer, Tyson & Campbell’s Reports – Kelly F & Karen Maharas**
    - **Campbells: Just shy of 5,000 points; bonus points can be earned in June; considering doing a clipping club once a month**
    - **Meijer: No Updates**
    - **Tyson: No Updates**
* **Dine Out Fundraisers- Denise & Christy**
* **Still have some Godfathers cards available- $5 each**
* **Shoperoo**
  + **Currently at about 68,000 points; hope to hit $200 mark by end of July**

**Other Business**

* **Kindergarten Registration**
  + **Was very low key, but we were able to meet some new families**
  + **Had a few orders for the supply kits**
* **Hoedown**
  + **Actual income: $28, 476.20**
  + **Cost: $4,678.41**
  + **Proposing we hold this event every other year, on the off year of the HEF Dance. Want to avoid burnout and also be considerate of HEF**
  + **Recommendations/Questions**
    - **Start earlier in the day**
    - **Combine carnival/Hoedown? Carnival is our free admission event that everyone can enjoy**
    - **If we don’t hold this event every year, will we miss out on the money? People may spend more every other year without being burned out; we have to prepare our budget accordingly**
  + **Theresa motioned to have the Hoedown on the off year of the HEF dance, Karen seconded. Approved**
* **Staff Appreciation**
  + **Everything went well.**
  + **Final expense: $938.16**
  + **Teacher feedback: Really liked the parent donations, the flowers, and the popcorn**
* **Hornet Games**
  + **Signupgenius has been sent out and a letter will be going out on Friday**
  + **The committee will be presenting information to the staff on Friday**
  + **Honors chorus will sing in the morning**
  + **5th and 6th grade will be handled separately**
* **Hornet Walk**
  + **T-Shirt designs- pick top 4 for students to pick from**
  + **Need to figure out how to get donations from businesses; they were hit hard at the end of the school year**
  + **We’ll revisit and update the donor list**
* **School Supply Kits**
  + **86 kits were sold; double last year’s numbers**
  + **Started pushing them earlier**
  + **$669 profit**
  + **Next year provide a cost comparison to show the value**
* **Fall Registration**
  + **August 6th 1-4pm for new families; 5-7pm for new/not previously registered families**
  + **August 7th 7:30-9:30am**
  + **Set up HOPE Table**
  + **Need to recruit more volunteers; easy way to earn SF Grant hours**
  + **Kindergarten Preview- August 17 at 6:30pm; would love to have HOPE presence**
  + **Possibly set up early and stay afterwards for any questions; have table in the Kindergarten hallway**
  + **Pre-K orientation is the same night**

* **Playground**
  + **Yearly inspection is required**
  + **Several repairs are needed at this time including s-hook replacement, swings, unit with double slides (18 year old unit), chain climber**
  + **At this point we need to decide if we want to repair or replace**
* **2015-2016 Budget**
  + **Needs:** 
    - **Technology- District has made $50,000 in budget cuts, but will be purchasing 2 Chrome carts for the grade school. Next year they will replace laptops. At this point, if HOPE purchases 1 Chrome cart, there will be one per grade level. Carts are $10,000-$13,000 each. Touch screen vs regular. Amy Ruppert motioned to check with HEF to see if they would make up the $3,000 difference, seconded by Wendy H.**
    - **Teacher Grants- Would like to increase grant money to $20,000**
    - **Teachers Gift- would like to increase gift by $50 to make up for district cuts; this will not be long-term and will always be an “ask” to the district. Also would like to change the distribution time to the beginning of the year to allow teachers to purchase needs at the beginning of the school year.**
      * **Motion by Kelly to amend the current budget and move the teacher gift payout to May, seconded by Amy. Approved**
    - **Butterfly Garden- estimated cost for concrete is $1,600. Looking at other options. Still have money remaining in the budget this year.** 
      * **Anna motioned to change the current year Butterfly Garden budget to $1,500, seconded by Emilie; Approved**
      * **Playground- Would like to budget $20,000 for playground; current budget of $3,000 would go toward swings and s-hooks.**
  + **Questions remain about the proposed budget and whether it will cover all needs. Will hold a special budget meeting in June to readdress this after the Exec Board gets all numbers finalized.**
  + **Rescend budget adjustments until Special Budget Meeting is held.**
* **2015 HOPE Officer Elections**
  + **Congratulations to Christy Tate on her new role as President.**
  + **Denise Carlton withdrew herself from the Vice President candidacy.**
  + **Motion by Kelly to reopen Vice President nominations, seconded by Barb.**
  + **Christy nominated Anna Hanrahan for Vice President, seconded by Nikki.**
  + **Vote occurred between Anna Hanrahan and Emilie Shoop for Vice President.**
  + **Majority vote names Anna Hanrahan as the new Vice President**
* **Exec Board Staff Rep and Staff Rep Committee**
  + **Thank you to Kelly Fields for her time as Staff Rep.**
  + **Brian has appointed Denise Carlton as the new Staff Rep**
  + **Wendy Hadden will serve on the staff rep committee**
* **2015-2016 Committees**
  + **Butterfly Garden**
    - **Lisa nominated Mary Vandiver as Chair, seconded by Stacey; Vote passed**
    - **Ashley nominated Amy Ruppert as Co-Chair, seconded by Wendy H; Vote passed**
  + **Box Tops**
    - **Lisa nominated Karen Maharas as Chair, seconded by Anna; Vote passed**
    - **Lisa nominated Brooke Mills as Co-Chair, seconded by Stacey; Vote passed**
  + **Campbells**
    - **Lisa nominated Karen Maharas as Chair, seconded by Anna; Vote passed**
    - **Lisa nominated Kelly Fields as Co-Chair, seconded by Emilie; Vote passed**
  + **Dine Out**
    - **Lisa nominated Wendy Hadden as Chair, seconded by Karen; Vote passed**
    - **Co-chair to be selected at another time**
  + **Homecoming Parade**
    - **Lisa nominated Lisa Dahlhauser as Chair, seconded by Wendy H.; Vote passed**
  + **Welcome Back Breakfast**
    - **Lisa nominated Karen Monk as Chair, seconded by Theresa; Vote passed**
    - **Karen nominated Lisa Maas as Co-Chair, seconded by Theresa; Vote passed**
  + **Open House**
    - **Lisa nominated Karen Bell as Chair, seconded by Stacey; Vote passed**
    - **Lisa nominated Ashley Schwendy as Co-Chair, seconded by Nikki; Vote passed**
  + **Parent Teacher Conference Meal**
    - **Lisa nominated Kira Stevens as Chair, seconded by Wendy H; Vote passed**
    - **Lisa nominated Casie Smith as Co-Chair, seconded by Ashley; Vote passed**
  + **Market Day**
    - **Lisa Maas will be the interim person until a Chairperson can be found**
* **Principal’s Report**
  + **No other updates**
* **Teacher’s Report**
* **No other updates**
* **Around The Room – other topics** 
  + **None**
* **Adjournment 9:15pm**