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

**September 8, 2014 – 6:30 p.m. Heyworth Elementary School Library**

**Attendees: Barb Sparks, Kira Stevens, Lori Thacker, Kelly Fields, Ashley Schwendy, Christy Tate, Victoria Crow, Karen Bell, Casie Smith, Michelle Wills, Denise Carlton, Lisa Maas, Emilie Shoop, Lisa Dahlhauser, Amy Ruppert, Brian Bradshaw**

**\*\*\* Call to order – Lisa Maas \*\*\* 6:33pm**

**Administrative**

* **Secretary’s Report- Ashley**
* **May Minutes were reviewed and approved**
* **Motion to approve by Denise, seconded by Kelly**
* **Treasurer’s Report – Barb**
* **Ending balance: $30,198.53**
* **Budget will be aligned to school year**
* **Motion to approve by Kira, seconded by Casie**

**Old Business**

* **Fundraising**
* **Market Day Report – Jenn L** 
  + - **September is at $53.76 but there is still time to order. Closes Friday, September 12**
    - **Orders are now pre-packaged. No longer need staff volunteers**
    - **Committee recommends allocating profit elsewhere, such as teacher grant fund**
    - **Motion by Amy to allocate profits to general fund, seconded by Casie, vote passed-majority**
  + **Box Tops Report – Brooke M. & Kira S.** 
    - **$1,569.40 made during back to school push, $400 less than last year**
    - **Contest winners- Olivia Zimmers (K- Friedrich), Carsen Langellier (3C), Luka Dixon (5- Tomlin)**
    - **Last year we made $3,900. This year’s goal is $4,000.**
    - **Committee is working on more contests and plan to use bulletin board. Need grade level award ideas, such as extra recess time.**
  + **Meijer, Tyson & Campbell’s Reports – Kelly F & Karen Maharas**
    - **Meijer: Currently have 31 supporters (only 7 active). About $40 profit right now**
    - **Tyson: No update**
    - **Campbell’s: Currently have 1,150 labels. We used 19,000 points to purchase playground equipment**
    - **Kelly would like a Campbell’s collection sheet to be sent home at the same time as Box Tops so families see the difference between the two collections**
    - **Shoparoo app- scan your receipt and we get a percentage back. Will possibly do a pilot before rolling this out**
* **Dine Out Fundraisers- Denise & Christy**
* **No dates are currently set**
* **Still planning on doing Godfathers card, Coronas and Chuck E Cheese**
* **Possibly Orange Leaf, Monicals**
* **Kohl’s Cares Grant**
* **Grants are given when a Kohls associate volunteers at the school. $500 per associate, per visit**
* **$79 million in grants have been given since 2001**
* **Forms have been submitted, waiting for approval**
* **Request forms need to be submitted 4-6 weeks in advance**
* **Christy will be point of contact for now; will assign chair/co-chair in the future**

**Other Business**

* **HOPE Calendar- Lisa M.**
* **Many dates have been locked in**
* **Carnival set for February 8th; need to confirm**
* **In October, we will vote in chairs for Carnival, Staff Appreciation, and Play Day**
* **Registration- Lisa M.**
* **Thank you to the volunteers who helped**
* **Reached out to many new families**
* **With online registration, walk-in registration is getting smaller and smaller**

* **Welcome Back Breakfast- Karen M. & Amy Ruppert**
* **Great volunteer response**
* **Only used half of allotted budget due to donated items**
* **Karen will provide information and feedback for future chairs.**
* **Hornet Pride Shirts**
  + **Hornet Pride shirts have been delivered and we had our first Hornet Pride day on Sept 5.**
  + **Hornet Pride shirts are available for the public to purchase for $10 each. Forms are in the lobby.**
* **Hornet Walk (Oct. 3)- Michelle W. & Amy Roerig**
* **Still need volunteers for pre-k afternoon walk**
* **Currently have 14 signed up for the larger group. Casie and Lisa D. volunteered to help.**
* **Cup stations have been eliminated**
* **Jr High and High School will be involved**
* **A few details still need worked out**
* **Deadline is Wednesday, September 10, to turn in money**
* **White t-shirts are cheaper; will order color shirt based on quantity of shirts**
* **Thanks to Michelle and Amy for their hard work**
* **Homecoming Parade (Oct. 1) – Christy T**
* **Lineup at 5:45pm, parade starts at 6:30pm**
* **Theme: All American**
* **Volunteer sheet was passed around**
* **Winning classroom has the option to walk or ride, as well as provide their own truck/trailer.**
* **Current budget is $100; a budget increase was recommended**
* **Need candy bagged for them; we will also provide a few small decorations**
* **Michelle Wills will be the contact at the parade**
* **Open House (Oct 9)- Ashley S & Karen B**
* **Time: 5-7pm**
* **OK to use Subway cookies. Will post a sign saying that they are from Subway**
* **Slideshow needs updated**
* **$250 budget**
* **Hornet Pride resale- Casie will create a guideline for donated shirts. Need more inventory**
* **Will also sell decals during the resale**
* **Parent/Teacher Conference Meal (Oct. 23)- Kira S & Amy Roerig**
* **Wanting to use NachoMamas- looking into permit from the village**
* **Will need volunteers to help**
* **Suggested start time: 3:30pm**
* **Possibly advertise to parents/community**
* **Santa Breakfast Chair/Co-Chair Nomination- Lisa M.**
* **Lisa nominated Amy Ruppert as chair, seconded by Kelly. Lisa nominated Casie as co-chair, seconded by Denise. Lisa nominated Brooke as a second co-chair, seconded by Kira. Vote passed- majority.**
* **Butterfly Garden/Grounds- Lisa D. & Jyll S.**
* **Estimate given by Lisa D. for materials needed to add concrete to Butterfly Garden.**
* **Adding concrete will require a lot less maintenance each year**
* **Also need to add some bushes and do more upkeep to the grounds**
* **Budget increase requested**
* **Playground- Kelly & Brian**
* **The playground is DONE! Thanks to Christy and Brandon for their extra time and work.**
* **Grant McGee was a huge contributor.**
* **We will be advertising in the Buzz to thank the volunteers**
* **Ongoing playground needs: We need more mulch. Brian will look into this**
* **Funding Ideas- Lisa M.**
* **Staff survey suggestions:**
  + **Laminator**
  + **Picnic Benches**
  + **Covered picnic area/shade in the Butterfly Garden**
* **Other ideas:**
  + **HOPE banner**
  + **Embroidered tablecloths**
  + **Cotton Candy machine**
* **2014-2015 Budget- Barb S.**
* **Changes made from last year’s budget:**
  + **Income-**
    - **Magazine drive eliminated**
    - **Dine out decreased from $1,000 to $500**
    - **Box Tops/Tyson Labels/Campbells increased from $3,000 to $4,000**
    - **Carnival decreased from $1,500 to $1,000**
    - **Hoedown added to budget/silent auction moved to Hoedown**
    - **Income from Santa Breakfast increased to $2,000**
  + **Expenses-**
    - **Awards expense eliminated**
    - **Open House increased to $250**
    - **Homecoming parade increased to $200**
    - **Parent/Teacher conference meal increased to $400**
    - **Butterfly Garden maintenance increased to $2,500**
    - **Santa Breakfast increased to $600**
  + **Expenses to vote in-**
    - **Picnic table $800**
    - **Teacher Grants $10,000**
    - **Laminator $2,400**
    - **Banner $100**
    - **Tablecloths $200**
    - **Cotton candy machine $250**
* **Will discuss Teacher’s Grants in the October meeting- more details to come**
* **Lisa motioned to approve budget, seconded by Amy Ruppert, vote passed- majority**
* **Principal’s Report**
* **There have been a lot of changes, including many new staff members**
* **25 tuition based students**
* **Screening will be in November**
* **The before and after school program has grown**
* **Currently about 60-70 students taking advantage of the breakfast program, many of which are reduced**
* **30 new students this year**
* **ISU athletes volunteer program- more info to come**
* **Teacher’s Report**
* **No new items**
* **Around The Room – other topics**
* **Nothing at this time**
* **Adjournment 8:37pm**