



Minutes

J.E. Hinchcliffe PTO General Meeting September 18, 2008 – 7:00pm

- **Attendance:** Angie Boswell, President; Lani Honma, Vice President; Ann Wilhelm, Treasurer; Claire Slone, Recording Secretary; Jill Hansen, Corresponding Secretary; Kristie Belobrajdic, Principal; Kathi Bell, Teacher Representative. There were eight additional members present.
- **President's Welcome:** President Angie Boswell welcomed members and called the meeting to order.
- **Approval of May Meeting Minutes:** Members reviewed the minutes from the August 28th meeting. Kathy Denton motioned to approve the minutes and Sandy Joyce seconded. Motion carried.
- **Principal's Report:** There will be a VIP room during parent/teacher conferences. Parents can pick up information on reading strategies for each grade level. A video, as well as coffee and cookies will be available. Surveys can be filled out about Hinchcliffe. Picture Day is October 9th. Principal Belobrajdic is seeking 9-11 volunteers to walk students from classrooms to the gym as well as assist kids in picture preparation. A father has volunteered to create a Hinchcliffe DVD. Teachers will be taking pictures of events throughout the school year and filing them in chronological order in a monthly folder. Parents are welcome to submit photos on a thumb drive.
- **Treasurer's Report:** Ann Wilhelm reported:
 - **Budget Report:** Balance on hand as of September 18, 2008 is \$10,616.66.
 - **Income:** School Supplies Sales (\$93.45). Total Income (\$93.45).
 - **Expenses:** School Supplies Sales (\$2,008.24); Fall Fundraiser (\$35.00). Total Expenses (\$2,043.24).
 - **Motion to approve the Treasurer's Report:** made by Christina Rizzo and seconded by Sandy Joyce. Motion passed.
- **Old Business:**
 - **Fall Fundraiser:** The preliminary report, not including online sales, was \$13,000 in sales and \$735.00 in direct donations. Lani Honma was pleased with the results and said the kids enjoyed the weekly prizes. Pick up of merchandise is October 16th from 3:30-4:00, and at that night's PTO meeting. It can also be picked up the entire evening of the Fall Festival on October 17th.
 - **Fall Festival:** Angie Boswell is the chair. The event is October 17th from 5:50-8:30. Inflatables are reserved and the food vendor is booked. 30 members of ROTC will run games and help out wherever needed. 20 cases of Vess soda have been donated. Donation flyers asking for bottled water, candy, and baked goods will go home. Aquafina bottled water can be purchased at the Commissary at \$2.99 a case.
 - **Silent Auction:** The silent auction is the same evening as the Fall Festival. Ann Wilhelm and Jennifer Topouzoglou are the cochairs. Classroom basket signup sheets are in the teachers' lounge. Extra large baskets and/or tubs are needed. If anyone has a crafty idea (painted T-shirts, birdhouses, etc.) for a classroom to decorate, please contact Ann or Jen. Outside donations need to be in by October 10th. The school's tax identification number can be requested at the office.
 - **Directory:** All forms are due. Directories should be issued in the first week of October.
- **New Business:**
 - **Scrapbooking Night:** Donna Correale will hold Croptober, sponsored by Creative Memories, on Saturday, October 18th, from 8:00am-8:00pm. Food and drinks will be provided. \$35.00 will be charged and \$10.00 of that amount will be donated to Hinchcliffe PTO. Anyone interested in other hobbies such as stamping, cross itch, etc. are welcome to attend. This event will be posted in the

PTO's and Principal's newsletters. Donna will pay the custodial and facility fees. Insurance is covered through Creative Memories.

- **Faculty Requests:** Jill Hansen, the corresponding secretary, asked for \$50.00 to purchase stationary for thank-you notes, etc. Motion to approve made by Kathy Denton and seconded by Sandy Joyce. Motion passed.
- **Fun Spot Skate Nights:** Angie Boswell proposed Hinchcliffe hold a "School Skate Night" at Fun Spot in Belleville. The rink can be rented on Friday, Saturday, and Sunday from 5:00-7:00 and Monday, Wednesday, and Tuesday from 6:00-8:00. A cost of \$140.00 includes the 20% school district discount but excludes \$2.00 skate rental and \$4.00 for inline skate rental. Discussion arose whether PTO should pay the bill and charge each family a small fee (\$3.00 per family) so we break even, or charge \$5.00 per person at the door and make a profit. Most people agreed Friday night would be best, so Angie is going to find out what dates are available. It would be Hinchcliffe's responsibility to create a flyer and send out to parents.
- **Website -** Kathi Bell reported a new format is being created.
- **Diabetes Walk:** A diabetes walk will be held on October 31st. All students will walk a planned route around the school. Loree LeChance, Angie Steffey, and Colleen West are coordinating the event. Pledge cards will be sent home and an all school assembly will occur. The two classes that raise the most money will receive a sugar-free ice cream party.
- **Concerns:** Christina Rizzo suggested a bike rack be placed across the street closer to the building, perhaps behind the baseball field backstop. She is having trouble crossing the road on bike because of the increased traffic due to road construction. Principal Belobrajdic said she would look further into it.
- **Attendance Door Prize Raffle:** Kathi Bell won September's raffle.
- Meeting Minutes respectfully submitted by Claire Slone, Recording Secretary.