

**HMS PTO Meeting**  
September 9, 2022  
9:00AM – HMS Cafeteria

- I. Call Meeting to Order – 9:04am
- II. Approval of the Minutes: 8-12-22 Meeting
  - A. Motion – Juliann DeMatteo, Second – Kathryn Hickey
- III. Special Guest: Mr. Wexler (Civics Teacher)
  - A. Request: Please provide community service volunteering opportunities that can be completed during classroom time for the Introduction to Government class (which is about understanding citizenship). Please email either Mr. Wexler directly or Toni Nygren with your suggestions.
    1. Also, the HMS Leads class (Mr. Haynes) is looking for additional in class volunteer opportunities as well.
- IV. Administrator's Report – Sara Strickland, Asst. Principal
  - A. Thanks again to a great start of the school year!
  - B. Request: Sign Up Genius for making copies for teachers. Can the PTO please coordinate this Sign Up Genius, to take this task off teachers' hands?
  - C. HMS Addition Update: Move in date is January, 2023.
- V. Reports
  - A. President's Report -- Erin Avery
    - a. Apologies for not attendance, but school year off to a good start. Lots of committees and opportunities to volunteer for all HMS parents. Check HMS & HMS PTO social media and newsletter. Invite friends who are not on the PTO as well!
    - b. Thank yous: Haunted Houston (many sponsorships already), Beautification (entrance planter), Ways & Means/Membership (great membership drive and donut parties), House Reveal (special House Reveal Day for 6<sup>th</sup> graders and other new students) Teacher Treats (cart has already visited teachers & coffee bar well stocked), Hospitality (special treat for Curriculum Night and now planning for Teacher Conferences), Dance Committee (planning underway), Publicity & Newsletter (responsive to many texts and emails), Ms. Davis (undivided attention, time and dedication to me as PTO President)
    - c. Request from Administration: Purchase lighted letters "HMS" for upcoming dances and future events. HMS PTO Board made decision to move forward with this purchase for the school.
    - d. Dessert and Dialogue with Davis – Sept. 27, evening. Opportunity for parents to get to know Ms. David and all the improvements underway at

HMS. Hope to be the first of many future informal meetings for parents & Administration to get to know each other. (As PTO Board members regularly hear from Ms. Davis, asking them to NOT sign up to leave the opportunity for other parents.)

- B. Vice President's Report -- Toni Nygren
  - a. Upcoming PTO Board Social at Ginger Neas' House. Look for details to come.
- C. Treasurer's Report -- Amy Shackelford
  - a. Audit Report: Annual audit required. Holly Joyner, Karen Ivey and Leanne Howell were the auditors. The audit passed.
  - b. Approval of the proposed 2022-2023 Budget
    - i. Motion – Juliann DeMatteo, Second – Kathryn Hickey. All in favor, none opposed. 2022-2023 Budget approved.
- D. Parliamentarian Report -- Mandy Vezina
  - a. Reminder about election season. HMS PTO members are to remain non-partisan in the school environment and when representing the HMS PTO.
- E. Membership -- Christine Woods, Karen Viotti
  - a. 37 of 39 HMS PTO Board members
  - b. 575 members, 19 faculty members. \$12,630 raised through the PTO donation drive.
- F. Ways and Means – Sara Lee, Kristen Stadleman
  - a. Donation drive numbers (see Membership's report)
  - b. Donut incentive parties were a success (donuts from Dunkin' Donuts) and top three classrooms were teachers Hume, Hamer, Cassalaw. (Those three teachers receive Amazon gift cards.)
  - c. Report: Spirit Night, 9/6, Forest Hill Grill – Made \$40, but the restaurant donated a total of \$100 to the HMS PTO
  - d. Upcoming: Spirit Night, 10/4, 4-9 PM – Memphis Pizza Cafe
- G. Health and Safety -- Nancy Vaughan
  - a. No report
- H. Reveal & Recognition -- Elizabeth Gates, Angie Shipman
  - a. Report: House Reveal – Fri., Sept. 2. Very successful event this year.
    - i. House Committee members: Barthelow, Bell, Fisher, Strickland, and many other staff members. Planned a fantastic Reveal event for 6<sup>th</sup> graders and other new students.
    - ii. Kathryn Hickey & Hayley White organized Reveal Games outside – huge success.
    - iii. For 6<sup>th</sup> grade, the entire week leading up to the Reveal event there were House-related activities during the Focus period at the end of the school day.
    - iv. 35 parent volunteers day of event, and many parent volunteers who decorated the day before.
- I. Haunted Houston -- Debbie Brown (Chairperson)

- a. Date Set – Sat., Oct. 22, 2022. Huge thank you to the Committee with all of their work underway.
  - b. Sponsorship & Auction Committee: Thank you to everyone who has been helping. \$10,750 raised from 30 sponsors thus far. (Double the amount from last year.) Thanks to social media platforms for promoting this. Focus now moved to online auction items.
  - c. Change of Logo: Original event logo was Day of the Dead skull was noted to be culturally insensitive. Quickly pivoted with a new skeleton design for the event.
  - d. Marketing: Poster submissions (designed by students) are to be in by Sept. 9 to teachers. By Oct. 1, winners will be chosen and posters printed, hung, distributed.
    - i. Logos due to Holly Joyner no later than 9/14 in order to be placed on t-shirt.
  - e. T-shirts: Pre-orders only - \$15. Due by Sept. 15. Please consider buying t-shirt to promote sponsors & events. Selling t-shirts to faculty at discounted price of \$10. T-shirts will be distributed 9/29 & 9/30, in order to wear them to get word out about the event and promote sponsors.
    - i. T-shirts available for sale on Membership Toolkit
  - f. Decoration & Maze: 1<sup>st</sup> weekend in October school will be decorated. Look for Sign Up Genius to help.
    - i. Idea for the maze: Fast pass for maze as an auction item, with limited number
  - g. Games: Week before event - lunchtime games will be held again.
    - i. Karaoke was a hit last year.
    - ii. Consideration: Bounce houses with a wrist pass?
  - h. Concessions: Still contemplating what food to serve. Likely options: Hot dogs, hamburgers, nachos (but there is a corn chip shortage right now). Please ask restaurants to be sponsors \$250+, also in kind accepted. If received by Sept. 14, can be a logo on the Haunted Houston t-shirt. Please contact Juliann DeMatteo with suggestions for concessions.
    - i. Sign Up Genius for game prize candy and concession items
  - i. Auction: Tiffany Smith is working on this. October will highlight items to get people excited.
  - j. Volunteers: Janna Hacker working on Sign Up Genius for decorating (early October), lunchtime games, and day of event. All hands on deck needed! It's a fun event.
- J. Teacher Treats -- Melissa Salazar, Laurie Wissman
- a. Teacher Treat Cart goes around to classrooms during the school day every other Friday.
  - b. Coffee bar: Every Monday stock coffee and popcorn. Sign Up Genius posted to gather supplies.
  - c. Teacher Favorite Lists on website
- K. Hospitality -- Angie Childers, Jenna Cox

- a. Treats for Curriculum Nights 8/23-8/25. Thank you to everyone who donated!
- b. Upcoming Coming: Snack Bar for Conference Night 9/14. Please see Sign Up Genius to help donate.
- L. Special Needs Liaison – Angie Childers
  - a. No report.
- M. Clubs and Sports – Kathryn Hickey
  - a. No report.
- N. Beautification -- Stephanie Edwards
  - a. No report.
- O. Contests -- Karen Ivey
  - a. No report.
- P. Care and Compassion Coordinator – Melanie Gattas
  - a. No report.
- Q. School Dances – Stacey Malone, Carmen Leister
  - a. Planning is underway! Request from Administration for lighted letters as decoration.
- R. Honor Roll -- Carey Alley, Leanne Howell
  - a. No report.
- S. TLC Cakes -- Ginger Neas
  - a. No report.
- T. Teacher Appreciation Week – Wendy Camamile
  - a. No report
- U. Webmaster -- Amy Cook
  - a. Updated website and new calendar organization
- V. Publicity – Kristin Albaugh
  - a. No report
- W. Newsletter -- Nabihah Huda
  - a. No report

V. Old Business

VI. New Business

VII. Adjournment – 10:01am

#### Important Dates

- Wednesday, September 14, 4-7pm – Parent-Teacher Conferences
- September 28, 6pm – GMSD School Board Meeting
- Tuesday, October 4, 4-9pm – Spirit Night at Memphis Pizza Cafe
- Friday, October 7, 9am – PTO Board Meeting (HMS Cafeteria)
- Monday, October 10 – Friday, October 14 – NO SCHOOL (Fall Break)

- Saturday, October 22, 12-6 PM – Haunted Houston

HMS Staff & Faculty:

Sara Strickland

Brian Wexler

HMS PTO Members:

Larissa Anderson

Amy Cook

Jenna Cox

Juliann DeMatteo

Stephanie Edwards

Sarah Goralewski

Kathryn Hickey

Leanne Howell

Nabiha Huda

Holly Joyner

Carmen Leister

Toni Nygren

Shannon Pressler

Melissa Salazar

Amy Shackelford

Angie Shipman

Kristen Stadelman

Nancy Vaughan

Mandy Vezina

Laurie Wissman

Christine Woods

HMS Parents:

Dorian Campbell

Liz Coverdale

Leah Hillis

Megan Federico

Tina Thorn