

Hammond Middle School PTA

Meeting Minutes for January 9, 2018

Attendees:

- Sumaira Bajwa, President
- Mollie Baer, 1st Vice President
- Mary Coleman, 2nd Vice President
- Tricia Miller, Secretary
- Tami Baldwin, PTACHC Rep
- Kerri Ukstins, Staff Appreciation Co-Chair
- Lynne Ward, Staff Appreciation Co-Chair
- Paulette Powell, 8th grade dance chair
- Melody Morales, Nominating Committee
- Dodie Van't Hoff, Box Tops
- Michelle Johnson, Color Run Coordinator
- Aaron Dale, HMS Principal
- Dawn Czahor, HMS Teacher
- Joanne Topping, HMS Teacher
- Kenya Bellamy, HMS Teacher / Parent

Minutes

- **Welcome and Introductions:** The meeting was called to order by PTA President, Sumaira Bajwa. Introductions were made.
- **Secretary's Report (Tricia Miller):**
 - The minutes from the December 2017 PTA meeting were presented for approval. No revisions were proposed. Lynne Ward made a motion to approve the minutes; Mollie Baer seconded the motion. The motion passed with no objections.
 - The Media Center has been reserved for the Teen Anxiety workshop. It will take place on 2/7/18 at 7:00 pm. Sumaira clarified that we are only responsible for advertising to our school community. She asked Tricia to follow up with Lisa about other advertising in the HCPSS community.
- **Treasurer's Report (Lisa Beck):** Lisa was unable to attend the meeting and did not provide a report for December 2017. Joanne Topping asked how to be reimbursed for the postage / postcards for the PBIS program. She was directed to the Forms tab on the PTA website. A reimbursement request with underlying receipts should be provided to Lisa.

- **Status of Checks and Invoices (Sumaira):**
 - Launch: Kristina is working to resolve the missing payment
 - Grotto Pizza: Kara is working to resolve the missing payment
 - Box Tops: Dodi will check the website and see if / when check was disbursed
 - Silver Knights: initial check was cancelled and re-issued
 - Harris Teeter: Mrs. Rudacille has received / deposited this
 - Activity Bus Donation: Dodie's sister Deanna confirms that her donation check to the after school bus has cleared but Mrs. Rudacille does not have this in her records. We want to send a thank you note but want to confirm that the money was received and will be applied toward the bus. The PTA also has budgeted \$1000 towards the cost of the bus.
 - Outer Office Invoices: Lisa has copies of all outstanding invoices

- **Principal's Report (Aaron Dale):**
 - The winners of the Dr. Martin Luther King, Jr. Essay contest will be recognized at a ceremony that will be held at Reservoir HS on January 14th.
 - Dr. Dale has been working with the Bright Minds Foundation to obtain 15-20 Chrome Books and possibly other technology for some disadvantaged students in our community. The equipment will be donated directly to the families of the students. The Foundation is also considering purchasing some other items to benefit our school including a marquis for our entrance.
 - Dr. Dale reported that the 1/17/18 superintendent's visit to Hammond Middle School will be rescheduled. He will let us know about the new date once it is determined.
 - Upcoming events: Spelling Bee, 6th grade Orientation (1/22) and Geography Bee (1/25)
 - PBIS: Mrs. Rudacille raised an issue with respect to the PTA taking ownership of the Chick Fila fundraiser and he will discuss privately with Mrs. Bajwa. Ms. Bellamy reported that there is a new system this year for PBIS that includes students earning "stamps" for positive behavior that can be used to "purchase" items in the school store. This new system is turning out to be very expensive and she is concerned about having funds available to sustain the program. The Board suggested offering both intangible items and / or donated items. A volunteer would be needed to solicit donations. The Board also discussed parameters for establishing a sign up genius for donations from parents. PBIS staff members meet on the 2nd Tuesday of the month at 3:00 and they welcome a liaison from the PTA.
 - Dr. Dale reported that the staff appreciated the holiday breakfast that Mrs. Ukstins provided.

- **PTACHC Report (Tami Baldwin):** the January meeting was cancelled due to inclement weather.

- **President's Report (Sumaira Bajwa):**
 - 8th grade dance: June 8th was selected for the dance and the promotion ceremony will occur during the last week of school. Paulette is working on a couple of themes for the dance: social media / emojis, Glow in the Dark and "We Survived Middle School". She will coordinate the voting with Mrs. Boughn.
 - Labs at HC Public Library: STEM and other programs offered free to ages 11-18
 - Restaurant Night at Chipotle: is tomorrow and they give us 50%. Please spread the word!
 - Chess Club: next session is starting this Friday. We have 3 students enrolled at this time.

- **Reports:**
 - **Spelling Bee:** Currently have 15 students registered
 - **Staff Appreciation:** will plan one more event before Staff Appreciation week in May
 - **Nominating Committee:** Melody Morales will join Tricia Miller and Kerri Ukstins on the committee.
 - **Adopt a Staff:** Tami requested feedback from staff. Ms. Topping will remind Dr. Dale to send out a survey.

 - **Closing:** Next meeting 2/13/18. Kerri Ukstins made a motion to adjourn the meeting; Joanne Topping seconded; the motion passed.
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Minutes respectfully submitted by Tricia Miller, HMS PTA Secretary.