

**HPA PTO Inc.**  
**General Meeting Minutes**  
**November 1, 2016 at 6:00pm**  
**at High Point Academy**

1. Call to Order - Nathan Starmer at 6:12pm
2. Minutes from September 6, 2016 meeting accepted
3. Old Business
  - a. Legal Status of the PTO - Incorporation was completed in February of 2016. We received our 501c3 this month but is retroactive to the incorporation date.
  - b. Signage - Executive board approved purchase of “Stop & Go” signs for the drop-off/dismissal car line have been delivered to the school
  - c. Fundraising Recap - Kristi Ballard
    - i. Our Spring Creek dinner raised approximately \$1140. We had a great turn out and laid a good foundation for future events with Spring Creek. Back to School skate night raised \$1500, \$600 from the raffle alone. Chick-fil-a was also a success as we exceeded our funds raised last year at this event. Proceeds totaled \$510 that will be redeemed for food to be used for upcoming Teacher Appreciation events.
    - ii. Ongoing Efforts
      1. Box-Tops for Education - Rachel Hightower presented forms to be used for submissions. She asked that families check expiration dates and not to staple submissions. Our most recent submission totaled just under \$400. The 3rd grade will help with boxtop collection and counting as an applied learning project.
      2. Concessions - During Volleyball season we were able to raise \$400 in concessions. Basketball season starts next week and volunteers are needed. Be on the lookout for sign-ups.
4. New Business
  - a. Fundraising
    - i. Holiday Candy-grams (December 12<sup>th</sup>-15<sup>th</sup>) - More details will come closer to event time. Student Leadership Council will run the Valentine’s candy grams.
    - ii. Spring Event (TBD) - We will continue with more restaurant nights and supporting school lead events
  - b. Volunteers
    - i. Teacher Appreciation - Workroom supply baskets and Halloween treats were delivered this week for September and October appreciation gifts. Diana Gonzales is Teacher Appreciation chairman. Contact her if you’d like to help with Teacher Appreciation - deerangel@hotmail.com
    - ii. December 9<sup>th</sup> - Date in tentative - “Lapathon” (HPA) - Coach Woods is organizing an event to raise funds for the Athletic department. Be looking for volunteer sign-ups

- iii. December Candy-grams (PTO) - Tina Hamilton to head up assembly of candy grams. We will need volunteers to help assemble and deliver candy grams.
- c. Membership - Amy Hudson
  - i. Current Membership Role - We have 160 members currently which is more than last year but less than we'd like considering the increase in school size.
  - ii. Membership Drive - coming up in December. Lisa Oliver is membership committee chairman.
- 5. Treasurer's Report - Ashley Shanklin
  - a. Account Overview - Ashley presented September & October statements
  - b. Budget Presentation - Motion was made to accept Budget as presented - motion passed
  - c. Allocating Funds - Ideas for allocations were discussed. Any additional ideas can be submitted via email to PTO board - [hpafortworthpto@gmail.com](mailto:hpafortworthpto@gmail.com)
  - d. PTO T-shirt fundraiser - Ashley reviewed three quotes received for printed t-shirts. A motion was made to approve the purchase of shirts pending Executive Board evaluation of samples for quality. Motion passed.
- 6. Updates from Administration - Katie Stellar
  - a. Building project - Completion date slated for December 23rd. 4th grade and up will be in new building as well as upper grade Fine Arts teachers. Lower grade "floating" Fine Arts teachers will move to Modular B. Brick exterior similar to current building, interior paint identical to main building. Per city code the creek bed running just north of the campus is to be cleaned out. Bids have been obtained and this may allow space for future projects like a playground.
  - b. Buses - The school has purchased 3 school buses but are still in need of CDL drivers with proper endorsements. Anyone interested needs to contact Ms. Stellar. The school would also like to have the buses all painted the same color, Blue or Red.
  - c. Tutors - The school is in need of several tutors for Math and ELA. Pay is \$10-\$14 based on qualifications and experience. If interested email Ms. Stellar - [Katie.Stellar@hpafortworth.com](mailto:Katie.Stellar@hpafortworth.com)
  - d. Spirit Shop - School is considering an online shop where families can purchase shirts and other promotional type items. Anyone with connections to a vendor who might be able to help with this can contact Ms. Stellar via email.
  - e. Spring Thematic Event - no details yet. Will occur sometime March-May
- 7. Motion was made to adjourn. Motion passed

**PTO Meeting Schedule for All Members**

*January 10, 2017*

*March 7, 2017 - Nominating committee formed, positions announced, and nominations open*

*May 2, 2017 - Elections*

*\*The Elected PTO Board meets monthly*