

Hingham High School PTO
Thursday, September 10, 2015
7pm

Attended by: Libby Lewiecki, President, Claudia Eaton, Co-Treasurer, Laurie Freeman, Secretary and Mini Grant Co-Chair, Paula McCann, Principal, Michelle Ayer, Class Parent (2016 and 2018), Dana Donnolly & Jo Burns, Co-Chairs of the Weekly Bulletin, Whitney Ward and Stephanie Wilson, Co-Chairs of the Green Committee, Katherine Forbes, Co-Chair of the Spirit Committee and 3 additional parents, total attendance 13 persons.

Principal's Report:

School opened smoothly this week with 1,193 students attending (285 freshmen, 334 sophomores, 294 juniors and 275 seniors.) The principal commended the students on their hard work this past year which was reflected in the school's higher rankings as reported by Boston Magazine and Newsweek.

Secretary's Report:

No minutes to approve. June meeting was a social event to cap off year of activities.

Committee Reports:

1. Hospitality – PTO is, for the first time offering a dinner reception for teachers prior to the Open House on September 24. Activities headed up by Pam Gillig.

New Business:

1. Sport and Ski Sale: Need co-chairs (now filled: Trish Cairns and Lisa Patterson). We usually raise \$5,000. Event is not critical to our financial stability this year as we have extra funds from previous years, but the event is really popular in the community, it provides a public service, keeps discarded items out of the landfill, and is an admired tradition in our town.
2. PTO has revamped the Senior Night organizational and financial structure. The event will be managed by a 6-person committee rather than the 2 co-chair format in order to distribute responsibilities more broadly and recognize the importance of other positions. Filled positions are Decorating/Depot (Wendy Whitman), Business/Finances (Susie MacKay) and Check-in (Beth Whitney). Volunteers still needed for 3 positions: Food, Entertainment, and Thank You Correspondence.
3. Volunteer Positions – PTO is looking for volunteers to fill the new positions of SEPAC liaison and Picture Day (Lifetouch) Liaison (duties include being point person for questions from parents, recruiting volunteers for events).

Old Business:

1. There will no longer be a separate bank account for Senior Night and \$12,000 was rolled over to the PTO account where all money withdrawals and deposits for the committee will be recorded as with other committees.
2. PTO accounting has been converted to Quickbooks.
3. PTO considering whether to apply for 501(c)(3) status. We have a \$70,000 budget.
4. Dana Donnelly and Jo Burns created the Weekly Bulletin which provides timely information on happenings at HHS. They are looking for feedback on what people like / want to see.
5. The PTO now has a website.
6. The PTO and all class parents can now utilize the same Constant Contact account for class communications. It was suggested that a tutorial on the program be arranged for class parents.

Treasurer's Report:

The Budget has new format this year, reporting on revenue for the first time. Predicted revenues from dues is \$22,500 based on last year. New items on expense column include:

1. Emergency Funds – took \$5,000 out of carryover and put in Emergency line item
2. Beautification - \$500
3. Spirit Club - \$1,200 (\$400 per season). Principal Girourd will publicize faculty position to sponsor the club. Activities, responsibilities include generating enthusiasm for and publicizing sports teams, performing arts events and other student extracurricular events /exhibits.
4. HEF support - \$3,000. This line item covers desired projects not funded by HEF.
5. Mini-grants are increased from \$7,500 to \$11,500. Applications are reviewed in the fall. Previous years funded projects included performances (Shakespeare, Japanese dance, mystery theatre) as well as technology resources, books and robotics instruction.
6. PTO Scholarships proposed increase from \$2,000 to \$4000. The merits of PTO offering individual scholarships was debated. It was proposed and agreed upon that \$2,000 would be taken out of the fund and donated to the Faculty Fund for economically disadvantaged students.