John Hay Partners/Foundation Board Meeting Minutes
August 20, 2019

The meeting was opened by Graham Hill and called to order at 5:49pm on Tuesday, August 20, 2019.

| PRESENT |
|-----------------|-----------------|
| Tami Beach, Principal | Tom LaVelle, Community Outreach Lead |
| Christie Chinaka, BLT Liaison | Laura Malkasian Huggins, Co-Chair |
| Christine Droker, BLT Liaison | Marie Ong, Family Engagement Lead |
| Jody Gibney, Secretary | Joseph Tighe, Treasurer |
| Graham Hill, Co-Chair | Kurstin Thompson, Fundraising Lead |

Principal Update (Tami Beach)
- 20 classrooms, 489 enrolled, 4 K, 4 1, and 3 in all other grade levels is the current forecast
- Looking to hire ~2 K teachers, ~1 First

Draft PTO Handbook for Review

Calendar: Upcoming Events in August, September, October

Events:
- 8/27 (Tues): Kindergarten family meet up 5-7pm
- 8/29 (Thurs): PTO sponsored teacher breakfast – 8am (sign up sheet available)
- 9/6 (Thurs): Coffee Chat
- 9/13 (Fri): Popcorn Friday 2:25pm – need volunteers
- 9/18 (Weds): Board Meeting
- 9/18 (Weds): Spirit wear forms go home
- 9/27 (Tues): John Hay Day / Jaguar Jog [Laura will distribute sign-up sheet for volunteers]
- 10/10 (Thurs): Back to School Night
- 10/25 (Fri): Monster Mash Dance (Marie/Joe volunteered to lead)

Spirit Wear:
- Agreed that we'd pre-order some spirit wear for beginning of school so that parents/kids can see the available merchandise, sell at John Hay Day. Will order some new items if possible.
- Will look for sponsors for the Jaguar Jog t-shirts – target $3k
Volunteers:
- **ACTION:** Marie will reach out to Lynn and ask her to host an office hours for volunteer signups

Parent Education Night (PEN) Update: Tom LaVelle
- District is required to offer Diabetes training – Children’s has a training, $400, district might end up paying for part of it. Might be able to add to the training.
- Red Cross CPR training is $135/person - too expensive
- Bird & Bees training costs $850
- Jenn DiBona’s screen time contact – free (likely in spring)
- Global Leadership program overview – free
- **ACTION:** Tom will present a handful of options for additional PEN nights at our next mtg
- **ACTION:** Tammi will present a short overview of the Global Leadership program at our next mtg

Board Mission Discussion
- Brainstormed board mission statement ideas, including concepts like “Increase environmental consciousness”

School Survey
- Laura presented ideas for a board survey on events, communication, fundraising, etc.
- **ACTION:** Graham will help Laura draft a first version of the survey

Misc
- **Language translation for event communication:** possibly appoint a Community Rep to head up the job of getting fliers translated to be more inclusive.
- **ACTION:** Laura to contact Khanh Cao for more info on translators and general info surrounding this topic, as a first step.
- **Board now referred to as PTO:** for clarity, the Partners Board will be more formally referred to as the PTO for the logo and on communication as a rebranding effort. The title PTO is more identifiable to the community, better understood in general and potentially less intimidating than “Partners Board”. As our Bylaws still refer to us as the JH Partners Board, this can still be our informal title.
- **Additional Board meeting for JH community:** Discussion surrounding an additional PTO meeting after the official meeting on Sept 18 included ideas for a weekend meeting, after drop off, or before or after pick up. The purpose for the short meeting is to reach more community members with PTO information, possibly recruit new members or volunteers, and to better engage with the JH community. The meeting would be a short recap of general PTO decisions made at the meeting and a reminder of upcoming events.
- **ACTION:** Laura and Graham to choose a date to propose to Board.

Meeting adjourned at 7:20 pm

Next Meeting
September 18, 2019 5:30PM