

Hancock Elementary PTF Board Meeting

September 7 2022

Hancock Elementary Library

Presiding Officer: Sara Davis

Meeting called to order : 2:33 PM

Present: Sara Davis, Danielle Hallquist, Hope Butler, Ali Hill, Kerstin Klungreseter, Lisa Hess, Laurie Bergener, Ms. Hanika, Beth Story, Meaghan Silvernale, Jennifer Nannini, with a presentation of Gardener Kristina Huvar as a special guest.

- ❖ Ms. Davis opened the meeting with greetings in the Garden, for Ms. Kristina Huvar to provide a presentation to the board for her goals and aspirations this school year for the garden program,
- ❖ Ms. Kristina then introduced herself and spoke to the board regarding her plans to include the following to the school/students:
 - Scheduling one lesson type per month, with 3 on campus days per week.
 - Teaching connection to the spaces outdoors in the garden.
 - Teaching engaging curriculum, following with NGSS standards.
 - Teaching dish execution with cooking lessons – looking in to using the Primetime room as possibility for cooking time, will follow up with Ms. Hightower.
 - Teaching sustainability through cooking – ie Homemade tortillas as a way to use less plastic utensils during lessons, etc.
- ❖ Ms. Kristina also provided her aspirations and requests (now and future) for further development of the garden provisions:
 - Looking in to trying to provide a sensory garden, with different smells, tactile engagement, colors, etc.
 - Looking in to the possibility of a native garden.
 - Requesting a “Tough Shed” (approximately \$5,000), which will be rodent and water proof, specifically with an appropriate seal, to avoid rodent incursion.
- ❖ The board in its entirety then moved indoors to the Library at the conclusion of Ms. Kristina’s presentation.

- ❖ Meeting reconvened at 3:06 PM
- ❖ Ms. Butler then provided the fundraising update:
 - September fundraising is Dining Out through Panda Express on September 22.
 - This fundraising code can be used anywhere throughout the country, as long as it is done online, for pick up or delivery.
 - October fundraising will be Monster Dash (Fun Run), which will run from October 3rd to November 3rd, with prize distribution every Friday.
 - Fundraising for this will also occur with Fund Hub, for potential corporate/business sponsorship sign up.
 - Top five earners will earn a limo ride to McDonalds with Ms. Hightower (and two additional parent volunteers)
 - November fundraising will be dining out, with a possible conjunction with “Winter Movie Night”, contact Newbreak to follow up necessary.
 - December fundraising will be Penguin Patch, with MANY volunteers necessary, as well as a change from the type of schedule we had last year.
- ❖ Ms. Story gave a follow up presentation as the Garden Liaison
 - Liability insurance necessary – upon research, discovered that the insurance is provided per our liability plus insurance policy.
- ❖ The garden contract was approved to be signed unanimously.
- ❖ Ms. Ali Hill provided the treasurers report as follows:
 - The August beginning balance is \$60, 292.13
 - Credits: \$16,802.24
 - Debits: \$1,061.00
 - Ending balance is \$76,033.37
- ❖ Ms. Hill then discussed the following announcements and changes implemented:
 - T-shirt sales resulted in sales totalling\$1,801.70, surpassing our annual goal for t-shirt sales.
 - Paypal QR code printouts have been sent, to avoid situation we faced (typing individual numbers) at Meet the Teacher.

- The forms have been redone by Ms. Hill for ease of use and organization
 - Taxes are to be done to last fiscal year, with penalties to be paid as necessary and as voted upon unanimously by the board.
- ❖ The meeting was then opened to general announcements and concerns:
- Meet the Teacher went amazingly, but next year Otter Pops need to be cut apart and prepped correctly over a longer period of time.
 - Signs need to be made for each “grade table” to better identify location for students. Alternative idea was given to have the teacher on their “line” location, to assist in showing the students where they will be meeting daily.
 - Ms. Rodenbaugh has signed her Contractor agreement
 - Hanika volunteered for shirt sale duty
 - Ms. Naninni will collect the cash/checks from pre-sales, then meet with Ms. Hill to deposit weekly, as well as t-shirt order forms.
 - We will use the October meeting to test the new popcorn machine and make sure its working correctly prior to the “movie night” in November.
 - General meetings were discussed with possible later in the day meetings to be held once a quarter or trimester. Also possible to align monthly meetings with “coffee with the Principal”.
 - Ms. Naninni announced that the UTK/K playground had been shut down indefinitely and requested funds to provide play equipment to the children as a suitable replacement for the time being.
 - Official vote was unanimous to provide the excess funds from Meet The Teacher (\$1,000) to purchase said equipment. Vote was held with a quorum present.
- ❖ The next meeting will take place October 7, 2022 at 2:30 PM in the Eagles Nest.
- ❖ Meeting was officially adjourned by Sara Davis at 4:25 PM

Minutes transcribed 8 September 2022

Kerstin Klungreseter – Secretary