Hancock Elementary PTF General Meeting
September 7 2021
Meeting via Zoom

Presiding Officer : Sara Davis
Meeting called to order : 3:16PM

Present: Sara Davis, Amy Bull, Laurie Bergener, Steffanie Wilson, Lisa Hess, Laurie Beeler, Kerstin Klungreseter, Hope Butler, Irene Hightower, Megan Silvernale (prospective Volunteer Coordinator), general public/prospective general members

- Sara Davis opened the meeting with introductions of herself and fellow board members to prospective/declared general membership. Then announced prospective Volunteer Coordinator, Megan Silvernale.
  - Megan introduced herself, explained her connection to the school, personal experience, vision for how to best/effectively assist the PTF in volunteer endeavors.
  - Vote called by Sara Davis, seconded. By unanimous decision, Megan Silvernale is appointed to the position of Volunteer Coordinator.

- Ms. Davis proceeded with general announcements
  - The Sage Garden $10,000 grant was received and deposited into the PTF bank account.
  - $500 gift card to Sprouts has been received.
  - We are awaiting formalized lesson plans from Farmer Christina before finalizing renewed contract.
  - Principal Hightower will speak later during the meeting, regarding the lunch time schedule and protocols.

- Ms. Davis introduced Hope Butler, Fundraising Chair.

- Ms. Butler introduced herself to general membership, and gave her research report.
  - Various forms of fundraising introduced – product, dining, opt-out form, cookbook, fun run.
  - Board asked for input, consensus being that there should be a dining-out night on the calendar soon.
  - Ms. Davis inquired about bringing back T-Shirt Thursday, with first priority to move current inventory out of Eagles Nest. Steffanie Wilson volunteered to assist Ms. Gapasin as T-shirt sales representatives.
• Ms. Davis introduced discussion of the Field Trip Funds, available annually to Hancock Teachers.
  ❖ Discussed the purpose of the funds, with ‘normal’ distribution being $500 per teacher.
  ❖ Proposed to stay the vote until 14-21 days post winter break, approximately 17-24 January.
  ❖ Ms. Hightower spoke on current regulations, bus shortages, elementary school Covid restrictions/vaccination rate of district in upper schools.
  ❖ Motion to release half of the funds to teachers now, with evaluation to be done after winter break as to whether to release the funds to teachers directly or a general “grade” fund.
  ❖ Motion passed with unanimous consent by visual and audio accounting.

• Ms. Davis gave treasurers report, as Ms. Wilson was temporarily unavailable.
  ❖ PTF balance as of 1 Aug: $46,336.30, with $0.36 interest gained. Gains include $129.06 from Amazon Smiles, and $10,000 from Sage Garden Grant. Debits include $498 movie license renewal, $563 insurance premium, and $167.02 from Sams, Vons and Party City for Teachers Back to School Breakfast.
  ❖ PTF balance as of 31 August: $41,039.80 (with $10,000 not included in end line accounting. $51,039.80 with it included.)
  ❖ Question raised about funds set aside for YMCA play – with discussion concluding that it seemed unlikely to occur, due to Covid restrictions, lack of availability of players, and contact from YMCA directly.

• Ms. Hightower was introduced to give her presentation and discuss the current lunch time regulations/time line for students per grade. (Please see digital copy of power point for specific details of presentation.)
  ❖ Meeting was opened to questions and concerns from participants for Ms. Hightower. Both Ms. Hightower and/or Mr. Salas responded to each individual. Ms. Wong explained in detail the procedural differences involving lunch seating due to Covid.
  ❖ Discussion was had on procedure to extend lunch period, and subsequently school day.

• Invitation to officially join the PTF extended to meeting participants, and request for volunteers. Email address provided (hancockeaglesptf@gmail.com) - prospective members should send a message to above address, state their intentions, and come to meetings!

• Mask requirement on campus discussed, with clarification on campus boundaries being behind the gates.

• Meeting adjourned at 4:44PM. Next meeting to be 5 October at 3:15PM.