



# Highland Drive PSO Meeting Minutes

February 10, 2016

Highland PSO Meeting is a meeting for sharing information and learning about our schools and our district. We encourage you to engage in responsible conversation and healthy discussion on issues to promote better education for children. Please respect each person's time on the agenda.

PSO Presidents, Jill Gerber & Rachele Reusser, called the meeting to order at 9:35 am. The meeting was adjourned at 11:15am

<b>Welcome</b>	Good Morning!
<b>OFFICERS</b>	
<b>President- Jill Gerber &amp; Rachele Reusser</b>	<ul style="list-style-type: none"> <li>• Call to Order/Pledge of Allegiance</li> <li>• District Open House Brunch- 3/3/16 at 9:30a at the Board of Ed Office</li> <li>• Friend of the PSO- 3 people to be on the committee- Leslie Fitzsimmons, Erin Reissig, Jamie Bindra</li> <li>• Gifts &amp; Goals Committee Vote- The 2015-2016 Gifts &amp; Goals list was presented. A motion to approve the 2015-2016 Gifts &amp; Goals items was made by Sue Nall &amp; Erin Reissig. It was moved &amp; seconded. Any Discussion? Discussion closed. Those in favor say "aye". Those opposed say "no". The "ayes" have it. The Gifts &amp; Goals is approved and the motion is carried to accept the 2015-2016 Budget as presented.</li> <li>• Kalahari- PSO will be getting \$10 back for each room. There are still rooms available if you want to book.</li> <li>• Kindergarten Screening</li> </ul>
<b>1<sup>st</sup> Vice President- Sarah Beebe</b>	<ul style="list-style-type: none"> <li>• Nominating Committee has been formed &amp; is working to fill the Board positions. There will be information in the next PSO newsletter about open Board &amp; Committee positions. Please consider volunteering or submitting a nomination.</li> </ul>
<b>Vice President Programs- Joannie MacRaild</b>	No Report
<b>Vice President Fundraising- Anne Kopac &amp; Karen Higley</b>	Sweet CeCe's
<b>VP of Communications- Jamie Bindra</b>	<ul style="list-style-type: none"> <li>• The deadline for the weekly Constant Contact update is Thursday by 12n. The weekly update will go out each Monday</li> </ul>
<b>Recording Secretary- Sue Nall</b>	<ul style="list-style-type: none"> <li>• Please sign in. We need to record volunteer hours of all PSO members throughout the year. Please make sure you track your hours &amp; email them to me or sign in &amp; out in the book in the office. We need to turn in year end volunteer hours!</li> </ul>

<b>Corresponding Secretary- Erin Reissig</b>	No Report
<b>Treasurer- Michele Abraham</b>	<ul style="list-style-type: none"> <li>Huntington had issues with printing our checks. We have finally received refunds for these issues. Online access is now working.</li> <li>Current balance is Huntington- \$15,126.50 Westfield- \$7,422.70</li> </ul>
<b>Principal- Eva O'Mara</b>	<ul style="list-style-type: none"> <li>Dr. Madak has been meeting with the staff &amp; teachers &amp; it has been very positive.</li> <li>Airr results are back but there is some question as to the scoring. They will be sent home once they iron out the scoring concerns.</li> <li>Dr. Symsek is working to revise the gift screening process</li> <li>Next book club book- raising a nutritionally healthy child. Will be posted on the Facebook</li> <li>One Book, One School will be starting in March- The Chocolate Touch</li> </ul>
<b>Ann Kelley, Highland School Counselor</b>	<ul style="list-style-type: none"> <li>Reviewed classroom guidance regarding bullying</li> <li>There is a difference between bullying &amp; peer conflict. Kids need to learn how to manage peer conflict.</li> <li>Second Step is the program that is used. Log ins were sent home- if you don't have one please contact the office.</li> </ul>
<b>Council Delegate Report- Susie Patton &amp; Jamie Bindra</b>	<ul style="list-style-type: none"> <li>Kindergarten registration is March</li> <li>New vaccination guidelines for 7<sup>th</sup> &amp; 12<sup>th</sup> graders</li> <li>The new website will be launched very soon.</li> <li>March 12<sup>th</sup> is the Schools Foundation Beach Ball</li> <li>Alice in Wonderland is March 5<sup>th</sup> &amp; 6<sup>th</sup>. Tickets will be sold at the elementary schools</li> </ul>
<b>New Business</b>	Questions/Feedback
<b>Committee Reports</b>	
<b>Bingo</b>	<ul style="list-style-type: none"> <li>Bingo is coming up &amp; it is sold out! Email will go out with information. There will be raffles. National Honor Society students will be helping.</li> </ul>
<b>COSI</b>	<ul style="list-style-type: none"> <li>Feb 17<sup>th</sup>- It starts with an assembly &amp; then will move thru stations. There are still some open volunteer spots if you can help!</li> </ul>
<b>BoxTops</b>	<ul style="list-style-type: none"> <li>\$1,309.10 was received for the June &amp; November submissions. We have earned \$22,014 since we started with Box Tops!!!</li> <li>Campbell's Labels program will most likely be phased out at the end of 2016.</li> </ul>
<b>Bricks 4 Kids</b>	<ul style="list-style-type: none"> <li>3/18 6p at the Middle School. 1 more volunteer is needed. Cost is- \$2.50</li> </ul>

## **Dates to Remember**

2/11- Valentine's Party

2/11- Kalahari

2/12- No School for Inservice Day

2/15- No School for President's Day

2/17- COSI on Wheels

2/19- Family Bingo Night- SOLD OUT

2/19- Box Tops deadlines

2/25- PSO President's Meeting

3/3- PSO Council Brunch Open House- Sponsored by the District Food Service Department

3/5 & 3/6- Middle School Spring Play- Alice in Wonderland Jr.

3/9- PSO Meeting 9:30a

3/12- BBH Schools Foundation Beach Ball 6:30p St. Michael's Woodside

3/18- Bricks 4 Kids Family Night Middle School 6:30p

3/24- 4/1- Spring Break

Highland Drive PSO Agenda  
February 10, 2016  
Call to Order/Pledge of Allegiance

Special Guests:  
Ann Kelley, Highland School Counselor

Executive Board Reports

Principals Report

Co-Presidents

District Open House Brunch, March 3rd

Friend of the PSO

Gifts & Goals Committee Vote

Kalahari

Treasurer Report

1<sup>st</sup> VP

Nominating Committee

VP of Programs

VP of Fundraising

Sweet Cece's

Recording Secretary

Reminder to track volunteer hours to be turned in at the  
end of the year

Council Delegates

Committee Reports

Bingo, Box Tops, Bricks for kidz, Cosi

Any New Business

Meeting Adjourned

Highland Drive PSO Meeting

February 10, 2016

Name

Jamie Bindra

Tiffany Winschel

Leslie FitzSimmons

Erin Rissing

Naren Peterson

Michele Abraham

Ann Kaepler

Jill Gabler

Rachel Jensen

Highland Drive PSO: BBHCS

	July 2015 - June 2016		July 2014 - June 2015	
	Budget	Actual	Budget	Actual
<b>Income</b>				
Membership Dues	1,200	1,690	1,200	1,410
Ways & Means: No Fuss Fundraiser	10,000	8,237	10,000	10,170
Ways & Means: Fall Festival	0		0	
Ways & Means: All-American	0		0	
Ways & Means: Walk-a-thon	0		0	
Ways & Means: Sally Foster (3)	0		0	
Ways & Means: Spring Fundraiser (3)	0		0	
Ways & Means: Helens	1,000		1,000	0
Ways & Means: Other (1)	1,200	1,824	1,200	3,719
Market Day	0	14	1,200	1,114
Interest Income	0		0	
<b>Total Income</b>	<b>13,400</b>	<b>11,735</b>	<b>14,600</b>	<b>16,413</b>
<b>Expense</b>				
Art Show	100		100	88
Art Appreciation (3)	0		-00	
Babysitting	150	40	150	105
Banking Expense	100	98	100	104
Beautification Committee (3)	0		-00	
Box Tops/Labels	50	24	50	21
Holiday Gathering (3)	0		-00	
Community Affairs & Donations	100	100	100	100
Cultural Arts/Art Appreciation	2,500	1840	2,500	2,479
Earth Day/Highland Island	800	277	800	1,701
End of Year Celebrations	480		480	450
Friend of PSO Award	50		25	50
Gifts & Goals (2)	10,000		10,000	9,661
Highland Island (3)	0		-00	
Hospitality	200	54	200	145
Jr Olympics	150		150	147
Memorial Fund	100		100	
Miscellaneous Expenses (7)	150	48	150	155
Natural History Museum (3)	0		150	150
Officers' Pins/Gifts (3)	0		-00	
Pep Rally/Tailgate	400	77	400	381
Postage	25		25	
Printing	300	48	300	
PSO Council Crosscharges	1,600	1,401	1,600	1,600
PSO Meeting Speaker	0		-00	
Recess Rewards	0			
Returned Checks (3)	0			
Right to Read (3)	0		-00	
Science Awareness	2,000	892	2,000	1,087
Staff Appreciation	1,000	399	1,000	820
Sunshine	500		500	337
Supplies (3)	0		-00	
Teacher Startup Program	2,200	1488	2,550	1,648
Graduating 2nd Grade	100		100	47
Unplanned/Voted PSO Expenses (6)	1,000		2,965	3,266
Waiver Day Breakfast (3)	0			
Website Technology	1,000	350	1,000	375
Welcome Back Event	400	372	400	399
<b>Total Expenses</b>	<b>25,455</b>	<b>7,508</b>	<b>27,895</b>	<b>25,298</b>
<b>Not Income</b>	<b>(12,055)</b>	<b>4,227</b>	<b>(13,295)</b>	<b>(8,883)</b>
<u>(1) Ways &amp; Means - Other:</u>			<u>(1) Ways &amp; Means - Other:</u>	
Auction (WB event)	400		Auction (WB event)	285
Book Fair	266		Book Fair	114
Box Tops	1,309		Box Tops	1,224
Bowling (20)			Bowling	38
Cheer World			Cheer World	70
Elf Shoppe	477		Elf Shoppe	199
Kalahari			Kalahari	136
Bingo (75)			Bingo	349
Blue Sky Green Field			Blue Sky Green Field	
Rick Smith			Rick Smith	1,226
Spiritwear (839)			Spiritwear	77
Miscellaneous	115		Miscellaneous	1
<b>Total</b>	<b>1,824</b>		<b>Total</b>	<b>3,719</b>
<u>(2) Gifts &amp; Goals 2015-2016:</u>			<u>(2) Gifts &amp; Goals 2014-2015:</u>	
			Cinch Lock	43
			Books, Megaphone, etc	1,207
			Cases and Headphones	764
			Field Trips	800
			Headphones and bike	919
			Ipads	5,720
			Books	202
			<b>Total</b>	<b>9,661</b>
<u>(6) Unplanned/Voted PSO expenses:</u>			<u>(6) Unplanned/Voted PSO expenses:</u>	
			Recess in a Box	1,501
			Paint playground Equipment	1,765
<b>Total</b>			<b>Total</b>	<b>3,266</b>
<u>(7) Miscellaneous Expenses:</u>			<u>(7) Miscellaneous Expenses:</u>	
Magnets	154		Magnets	155
<b>Total</b>			<b>Total</b>	<b>155</b>

(3) No longer active account, either deleted or combined into other account

(4) Planned deficit budget to spend excessive cash bank balance on gifts and goals

(5) Book Fair funds typically go directly to school budget, made agreement to use it on gifts & goals one year only

# Friend of PSO

## Brecksville-Broadview Heights City School District

The Friend of PSO is a recognition award given to any BBHCSD employee who over the past school year has gone above and beyond their job description in support of the PSO, parents and/or students.

### Outline and Timeline:

Each PSO unit will create a three (3) member Friend of PSO ad hoc committee at the February or March PSO meeting. The committee's task will be to collect information about possible candidates for this award and select a recipient. They will find candidates and collect information by, but not limited to, the following:

- Requesting possible candidates via the school newsletter or website
- Making announcements at PSO meetings
- Asking the principal and PSO president for suggestions and input
- Talking with PSO officers and committee chairs

Anyone submitting a name for candidacy needs to provide a brief statement as to why that person should receive the award.

After collecting candidate suggestions, the committee will:

1. Confirm and substantiate statements by nominators.
2. Meet and discuss the candidates.
3. Choose a winner by majority.
4. Prepare an award statement explaining the recipient's contribution to the PSO.

The committee will announce the winner at the units April or May PSO meeting. At that meeting the award statement will be given and a gift of flowers or other token of appreciation should be presented.

At the May PSO Council meeting, a brief award statement will be given about each recipient, read by either the unit president, council representative or Friend of PSO ad hoc committee member. Council officers and the superintendent will present a Friend of PSO pin and a framed certificate.

### Rules:

Longevity of service to our district can be considered a factor in the award process.

Employees are eligible to receive this award only once every ten years.

Friend of PSO committee members should serve no more than two consecutive years.

Each unit's recording secretary will keep a permanent list of award recipients, award statements and committee members. A copy of the Friend of PSO recipient's list will be kept by each unit and PSO Council president.

2015/16 Gifts & Goals Submissions  
Budget: \$10,000

Request	Requester	Grade	Requested Item(s)	Cost	Need additional information	Notes
1	Highland Island/ Jennifer Grieser & Valerie Stone	n/a	Suncast Tumbling Composter	\$ 80.01		
	Highland Island/ Jennifer Grieser & Valerie Stone	n/a	Plant labels	\$ 200.00		cost is an estimate, depending on how many plants are labeled
	Highland Island/ Jennifer Grieser & Valerie Stone	n/a	3 shade trees for play areas language arts teaching books	\$ 600.00 \$ 240.00		cost is an estimate; assumes parent volunteers install trees Amazon
2	Emilia Snitil	special needs/ Maker's Club	3 4-shelf cabinets	\$ 328.98		Amazon; for Maker's Club storage replaces 4 original iPads; Mr. Wasil will send us school price for iPads & covers. 379.00 for ipad + 36.00 for case= 415.00 total per ipad
	Morgan Kolis	special needs/ Maker's Club	10 iPads	\$ 3,945.30		Amazon; screwdriver sets, hammers, wood screws for Maker's Club
3	Morgan Kolis	special needs/ Maker's Club	tools	\$ 61.16		
	Chilcott, Lastoria, Mulac, Petsche	Kindergarten	assortment of classroom materials to create math and literacy games	\$ 786.30		
4	Beth Adams	2	Easy Read Clock	\$ 27.95		Amazon
	Beth Adams	2	Electronic math flash cards	\$ 71.95		Amazon
	Beth Adams	2	Clipboards	\$ 30.00		Amazon; for learning on the go
	Beth Adams	2	Choose Your Own Adventure books	\$ 45.44		Amazon
5	Brinkman, French, Polman, Wilson	1	Foam dice	\$ 80.64		Amazon
	Brinkman, French, Polman, Wilson	1	4 Miracle Gro AeroGarden w/seed kits	\$ 564.36		Amazon
6	Jagiello, Boczulak, Lant	2, 3	clipboards & holders	\$ 311.13		for Daily Five activities
	Todd Wasil	media center	projector	\$ 600.00	waiting on print-out of item	cost is estimate
7	Todd Wasil	media center	computer mice	\$ 200.00		cost is estimate; \$4/ea x 50
	Todd Wasil	3rd grade	clear plastic egg cartons pkg 100 for rocks and minerals	\$39.99		Randall Burkey
8	Todd Wasil	3rd grade	led flashlight pens for science	\$31.91		Walmart
	<b>TOTAL:</b>				<b>\$ 8,245.12</b>	