

Highland Elementary HEPTO Meeting Minutes

Monday, January 15th, 2019

Present:

Patti Woodruff, Traci Bradley, Amber Reed, Bobbie Giles, Shannon Gordinier, Raeyanna Boesch, Laura Beach, Kellie Barry, Sarina Carr, Mandy Bax, and Shanna Murray.

Principal's Report:

- Mrs. Woodruff is proud to report that the enrollment number at Highland Elementary School is continuing to grow. Student enrollment for the 2018-2019 school year has exceeded expectation and presently totaling 351 students.
- Mrs. Woodruff is excited to introduce the newest sensory room. The room nearest the media center and apple hall, previously used as the HEPTO work room, has recently undergone changes giving way to an exciting new sensory room for all Highland students. The sensory room is a product of Title 1 funding and will offer resources and tools for all Highland Elementary students. Sensory rooms aid in calming and focusing students so that they can better prepare for learning and interacting with others. Mrs. Woodruff is looking forward to seeing the benefits received by her students from the introduction of this new space as well as the mindfulness classroom practices Mrs. Clarke and Mrs. Marquis will be piloting in first and second grades beginning in February. The HEPTO work room has been relocated to Blueberry hall near the technology lab.
- Curriculum Night is Tuesday, February 5th, 2019 from 6:30-8:00pm. A grant has provided for the Kagan family literacy/ curriculum night. Families attending will need to RSVP no later than January 16th, 2019. The evening will be facilitated by staff, but lead by students as families learn how Kagan Structures are supporting the curriculum and students at Highland. Families will receive books, activity cards, and strategies to enhance family engagement with the goal of supporting and extending student learning. Mrs. Woodruff is encouraged by the results of incorporating Kagan structures at Highland. She reports that as a result of this approach, she has seen discipline referrals declining and test scores rising.
- This year the kindergarten teachers have introduced a Haggerty's Phonemic Awareness K1 word study program and a Lucy Calkins writing program. The staff is seeing encouraging results and the students are excelling with these programs. Use of capital letters and appropriate grammar when writing are a few examples of the student's growth from exposure to these approaches to curriculum. As a result of this growth, Mrs. Woodruff is working to have similar programs and results extend to the first and second grade curriculum next year.
- Huron Valley schools has welcomed a new superintendent, Dr. Paul Salah. Recently Dr. Salah took the opportunity to tour each of the HVS schools and met with staff. He is committed to communication with staff and HVS families and has planned upcoming families nights, including an information night for Alice safety preparedness practices. Welcome Dr. Salah!

Highland Elementary HEPTO Meeting Minutes

Monday, January 15th, 2019

Treasurer Report:

- Shannon reviewed the budget, reported that the deposit for 5th grade camp has been made, and announced the arrival of the smart board purchased in the fall for Mrs. Morris's classroom. The smart board is on a cart and will benefit Highland Elementary as a whole with its portability.
- Funds from the ongoing Box Tops and Hungry Howies Family Pizza Nights have been deposited. The Box Tops fall/ winter collection has raised a \$543.40, and the Hungry Howies Family Nights to date have raised a total of \$227.
- Laura Beach and Shanna Murray reported an unexpected profit from the Holiday Shoppe program. They attribute the profit to the increased pricing tiers offered by the program this year as well as the discount received when signing up for the next year in advance. The program was not intended to raise a profit, so it was suggested that last year and this year's profit be used as a scholarship fund. The profits generated by Holiday Shoppe have totaled \$167.05 for the 2017-2018 program and \$459.57 for 2018-2019 program totaling a scholarship fund of \$626.82. This fund would be used at Mrs. Woodruff's discretion and would be earmarked to support program fees for families needing assistance as well as offer assistance to families for outstanding student lunch debts at the end of the school year. The vote to earmark the current and future Holiday Shoppe profits as a scholarship passed unanimously.

Old Business :

- The Number Ninjas are currently meeting after school on Wednesdays until 4:45pm. Laura Beach and Shanna Murray are currently reaching out for additional volunteers to assist them in teaching the math games to the students. There are a large number of K-3 students and additional volunteers will ensure that students receive the support and instruction in small groups that they will need for the upcoming Mathpentathlon, March 21st, 2019 at Milford High School. Laura is finalizing the cost of entry and for student t-shirts. She will report back if scholarship funds are needed. Laura is also asking for support from HEPTO to purchase new manuals for the Number Ninja games. The present instruction manuals are aged and inconsistent. Mrs. Woodruff has offered to cover the cost of the manuals with the instruction.
- Mrs. Bradley reported feedback from the Highland staff regarding the Holiday Shoppe program. The teachers have requested that next year Holiday Shoppe be moved to the evening instead of during the school day, allowing students to continue to participate in the program, without losing their classroom instruction time. This change was also suggested in an attempt to assist with some of the challenges and distractions for students that arose from having Holiday Shoppe scheduled in the middle of the school day. A discussion followed discussing the various approaches to Holiday Shoppe that would include evening shopping, similar to the family book fair night, day time shopping with restricted times (example during lunch), or any combination of the two. Ideas for a successful evening Holiday Shoppe included inviting high school students in need of service hours to join us in supporting the students as they shopped, allowing students to continue to shop "secretly" for their families. It was also suggested that leadership team members could be invited to wrap purchases to speed up check out processes. A consensus was not met and it was agreed to table the discussion and revisit it before next year's program. Thank you Mrs. Bradley for being our teacher representative this month.

Highland Elementary HEPTO Meeting Minutes

Monday, January 15th, 2019

New Business :

- A vote was held to confirm our new HEPTO president, Amber Reed. We warmly welcome Amber, and we look forward to continuing to work with her to plan the HEPTO activities remaining for the spring of 2019.
- It was determined that HEPTO will not reinstitute the remind app for planning communications. Instead the group will rely on email to plan activities and use the HEPTO contact sheet for telephone numbers if the matter is time sensitive. In an attempt to streamline communication, it was also determined that the group will coordinate and plan through the newly elected president Amber Reed for communications with Mrs. Woodruff.
- A discussion was also held regarding the changing nature of communications for HEPTO in a digital age. It was determined that as we move forward the bylaws need to be updated to include language that expresses best practices and social media usage guidelines for the group with regard to posting on the HEPTO website pages and facebook group. The intention of this discussion was to set up language that would assist the group in maintaining alignment with the school culture, as well as continuing to prioritize student safety, as the group relies more on social media for successful promotion of its activities and engaging HVS families. Specific language was not drafted at this time. Raeyanna Boesch and Shannon Gordiner will draft language to propose to the group for review, discussion, and adoption at a later date.

Upcoming Activities :

• Spring Fling-

Spring Fling is tentatively scheduled for May 31st, 2019. The first Spring Fling planning meeting is scheduled for Friday, January 28th, 2019.

• Lego Club -

Lego Club is coming this spring. The activity leads are Kellie Barry and Jessica Mathiak. They will be announcing dates and sending home information flyers for students soon.

Next HEPTO Meeting :

The next HEPTO Meeting is scheduled for Monday, February 4th @ 6:30 pm.

If you are unable to attend the meeting, but would like to offer support or suggestions please let us know - HEPTO@yahoo.com