**Minutes of Oct.11, 2016 Harper Junior High PTO Meeting**

**Called to order** by Evelyn Hahn at 7:04pm

**Attending:** Lori Stolp, Jen Miller, Jessica Corcoran, Callie Lindsey, Denise Johnson, Kerin Kelleher, Becky Honig, Monique Magolske, Tracey Soeth, Kimberly Robben, Annemarie Zurborg, Joanne Brennan, Evelyn Hahn and Ken McKim

**Approval of Minutes:** Joanne gave a brief report on the Oct.4th Executive Board meeting with Principal Kelleher to review the grant requests. She forgot to print out hard copies of the September meeting minutes that were sent out electronically for review and posted on the PTO website. Tracey Soeth moved to approve the minutes as reviewed and Denise seconded the motion. Motion passed.

**President's Report:** Evelyn reported nothing to report. SPAC meeting is next week and Merissa will report on that in November.

**Directory Update:** Monique reported that the Harper Directory should be ready to go to the printer by Friday the 14th. Evelyn suggested making 100 more copies than students at school to have enough copies for teachers and multi-home families. Evey recommended printing 760 copies.

**Departmental Reports:**

*Jessica Corcoran, Dept. Chair of Special Education*, spoke about the Special Education & Resource Programs at Harper. Harper has a great program with 2 teachers plus Jessica in Special Education and 14 para educators between Special Ed. and Resource. The teachers cooperate with General Education teachers often to serve the approximately 70 students in the programs. Jessica Corcoran would like to purchase a program called Social Circles for Harper. The program has a 1-time cost of $1200 and would be helpful in study skills classes, to the Speech teacher and the kids in Special Ed. and Resource. PTO asked Ms. Corcoran to investigate District funding sources and to return the proposal for PTO consideration if additional funding is needed for the new program.

*Becky Honig of the English Department* reported that they have an amazing staff in the English Dept. She is teaching ELD (English Language Dept.) and English 7 this year. Becky reported that they are working on vocabulary, grammar and communication for the ELD students. They have a new teacher, Jonathan Dunsworth, who teaches 7th grade AIM and ELD. ELD is piloting a new program that utilizes computers more. ELD has a goal to increase the number of reclassified students by 10% each year. The department needs to increase their ease of access to volunteer translators in various languages this year. Becky shared the 9th grade revised rubric for the argument essay. The 7th-9th graders do a writing assessment every spring. The 9th-10th graders have a Fall assessment as well. The rubric helps the kids and teachers track their progress. Becky also reported that the kids are reading a lot of non-fiction and working on argument writing which is great college-ready skill building.

**Treasurer's Report:** Kimberly Robben reported that PTO collected about $13,000 for the Harper Fund and PTO had teacher requests for about $15,000 in items. Evey was able to ask DSOMA to fund the orchestra/band needs, and Kerin found funding for an AVID request. PTO recommended buying 1 skateboard locking rack instead of 2, which brought the cost of all the grants down to just under $13,000. Annemarie presented the membership with a summary of the grant requests that PTO could grant. Denise Johnson moved to approve the grant requests as presented. Annemarie Zurborg seconded the motion. Motion passed unanimously.

* Annemarie will draft an email to the teachers to tell them that their requests were granted. In the email she will request that they keep some photo record of the items/programs that the PTO helped to fund. Jen Miller, PTO Historian, will contact the teachers in a few weeks to ask them to send her photos throughout the year.
* Annemarie also reported that we have a few fundraising events coming up this year that could allow us to support more needs: Woodstocks fundraiser, Chipolte, Co-Op Round-up (April) and Box Tops.
* Tracey Soeth will send a ListServe "Thank You" to families for supporting the PTO and making the grants possible.
* Kimberly asked that we vote to approve 5 checks, including an increase of $50 to the bill from the PTO tax accountant.

Denise Johnson moved to increase the tax bill line item by $50 in order to pay it. Joanne Brennan seconded the motion. Motion to increase passed.

Denise Johnson moved to approve the writing of the 5 checks as presented by Kimberly. Annemarie Zurborg seconded the motion. Motion passed. Kimberly will write checks.

Meeting adjourned at 8:22pm

**Next meeting will be Nov.8th...vote early so you can make the meeting!!!**