



Highland Hills Middle School PTO

AGENDA

Meeting Date: Thursday, November 17, 2016 (4:00pm)

Meeting Location: HHMS Media Center

- 1. Welcome/Call to Order** Connie Hynes

- 2. Minutes:** Review of minutes from 9/19/2016 meeting Holly Amsler

- 3. Officers' Reports**
 - A. Treasurer's Report Marsha Weaver
 - B. Hospitality Report (Bus Drivers Coffee/Doughnuts) Mary Ritchie
 - C. Programs Report Cathleen Palmer
 - a. Pucker up for a Pig (11/18) Karen Bassett
 - b. Holiday Bazaar (Follow Up Discussion, Need for Chair) Heather Peters
 - c. Spirit Wear (Due 11/22) Mary Ritchie
 - D. Communication Report (Website Calendar-Update, Box Top Promotion)
 - E. Volunteer Report (Update on thanking volunteers & Current Needs)
 - F. School Board Meeting Report

- 5. Principal's Report** Mr. Krammes

- 6. Unfinished Business** Connie Hynes
 - A. Coordinate S. Carter & Bulletin Boards with our events (Box Tops? Holiday Board?)
 - B. Form for Grant Apps and Dates for Grant Application Review
 - C. RAK Update
 - a. Lockers
 - b. Notes/Gifts under chairs
 - c. Sporadic visits to passing periods
 - d. Motivation Mondays (Athletes, Military, First Responders, Musicians, Medical, Airline, Attorneys, Media, etc.)
 - e. Staff Survey Results
 - f. Snowballs and Cocoa
 - D. Distribution of Student Thank You Notes

- 7. New Business** Connie Hynes
 - A. Holiday Decorating
 - B. PTO Scholarship
 - C. Texas Roadhouse FR Tally Help 11/30 or 12/1
 - D. Future Meeting Dates: Jan. 23, 6:00; Feb. 20: 4:00; March: None (spring break); April 17: 6:00; May 15: 4:00

- 8. Additional Items (Open)**

- 9. Adjournment** Connie Hynes