

Call to Order

Kristen Vance called the meeting to order at 9:33 am

Attendance

Attendees: Meg Carter, Amy Richter, Lynn Patterson, Eustacia Joseph, Tara Schoenfeld, Christy Fouts, Kristen Vance, Elizabeth Falco, Vanita Sreedharan, Karin Steffensen, Mindy Johnson, Michelle Smith, Dr. Jon Hallmark

Minutes and Correspondence

Motion to approve the November 13, 2018 minutes was made by Kristen Vance. The motion carried and the minutes were approved.

Administration Report - Jon Hallmark

Jon Hallmark reporting.

- 1/14/19 forms coming home for Spring conferences (electronic version available too). These are student led conferences.
- 1/24/19 at 7 PM presentation “Hidden in Plain Sight” on dangers of vaping/e-cigarettes. Includes bedroom set up to show where things can be hidden/what to look for. Led by Andy Duran of LEAD (Linking Efforts Against Drugs).
- Angst: Raising awareness around anxiety documentary presentation at Vernon Hills High School, auditorium, which is a registered event. Cost is \$1. Being held on 2/19/19.
- Planning starts now for all the spring things coming up.
- Library committee has met regarding giving HFA funds to projects, so that committee is working on ideas.

Teacher Representative’s Report - Michelle Smith

Michelle Smith reporting.

- Spirit wear was greatly appreciated. Everyone was happy with the spirit wear support.
- Student led conferences coming up, so teachers are getting ready for those.

President’s Report - Kristen Vance

Kristen Vance reporting.

- Graduation Committee has been filled with Jen Able and Jennifer Khan as Chairs, and all other positions have been filled except sub-committee co-chair for entertainment (DJ, photo booth, etc.)
- Treat day coming up, 6th grade gym jam, 7th grade dance, 8th grade gym jam
- Question about timing of asking for volunteers... can this be pushed closer to when dates are announced so that people can commit closer to the actual event? Elizabeth Falco touched on how current system has worked well for her with Sixth Grade Gym Jam. Kristen will talk to Kara about that, and how scheduling is handled.
- Positions Open for 2019-2020 HFA Board: President and 2nd Vice President. Kristen will put something together for the newsletter.

1st Vice President’s Report - Kara Andersen

Kara Anderson not present.

- Volunteer process will be reviewed.

2nd Vice President's Report - Lynn Patterson

Lynn Patterson reporting about FAD 70 meeting

- Registration may switch from InfoSnap to PowerSchool for 2019-2020 school year.
- Text message alerts are working for notifications
- Excellence in Education \$10,500 awarded in grants. 28 approved.
- Legislation has changed with definition of instructional day. CPS schools effected attendance issues, so state passed this new legislation. Up to the school district to define now. So, changes are being looked at as to how to define instructional day (could it happen at home during an emergency day so no make ups, etc.). Dr. Hallmark is on the committee to look into this. (Example: Science Department... go outside, measure snow, temps, create a graph, etc. Phys Ed: shovel snow)
- New superintendent was selected, which was approved by the board. Dr. Matthew Barbini is the next one. Dr. Hallmark was on the committee, and really liked his answers and seemed a great fit for our district.

Treasurer's Report - Christy Fouts

Christy Fouts reporting.

- Budget looks good. Some bills paid for 8th grade dance.
- Amazon Smile is set up, and email blast was sent out. Will send more e-blasts to keep spreading the word.

Secretary - Meg Carter

Meg Carter reporting.

- Two positions on HFA Board open, so will need to get those posted in the school newsletter, which Kristen will put together.
- Need to pick a date to schedule the elections - May 14th meeting will be the meeting.

Committee Reports

6th Grade Activities - Elizabeth Falco, Meg Carter, Vanita Sreedharan

6th Grade Activities Team reporting.

- Volunteers - 25 out of 30 confirmed.
- Had a lot of submissions, so 1/3 have responded. Email and Facebook posts have gone out.
- Next year use directory data to coordinate the attendees.
- Were advised to return what you can for food, and contact Kristen for anything open to donate.

7th Grade Activities - Amy Richter, Eustacia Joseph, Diana Reyes-Remter

7th Grade Activities Team reporting.

- Getting ready for the dance.

8th Grade Activities - Tara Schoenfeld, Christy Fouts, Kristen Vance

8th Grade Activities Team reporting.

- Gym Jam info going out this week to parents.

- Dance went well. Less than half the grade turned out? Question about dress code... was this new? Always have had a dress code.

Box Tops for Education - Karin Steffensen, Mindy Johnson

Team present and reporting.

- Last Box Tops collection, there were a lot that were expired.
- Need to pick a week in February for collection - week of 2/4/19. There was a lot of Box Tops turned in late last deadline, so made counting a little difficult.
- Dr. Hallmark and Michelle Smith are happy to remind staff to turn donations in.
- Last time, top classes were all sixth grade, so maybe do it by grade, not top three for donations.

Shop and Share - Christine Gaiden, Michelle Sieks

Chairs absent.

- Kristen Vance reported something new is coming end of February for shop and share.

Spirit Wear - Christy Fouts, Lisa Roberts

Christy Fouts reporting.

- Teacher spirit wear went well.
- Gearing up for Springfield 7th grade field trip sale, and spring sale.

Staff Appreciation - Gwen ZumBrunnen, Ann Rappa

Chairs absent.

- Kristen Vance reported: Gwyn and Ann will be providing dinner for the teachers on 2/13/19 during conferences. Looking for catering options, so please feel free to provide ideas to them.

Graduation - Jen Able, Jennifer Khan

Chairs Absent. Nothing to report.

Rocky Mountain Apples - Leigh Gimbert, Kirsten Willis

Chairs absent. Nothing to report.

Directory - Zara Harrison

Chair Absent. Nothing to report.

Highland Highlights - Carrie Skibitzki

Chair Absent.

- Kristen Vance shared to please make sure items are turned into Carrie by Thursday, 1/10/19 to be included.

Old Business

No old business to report.

New Business

Yard Signs - Kristen Vance brought up yard sign options. Butterfield uses an Amish farmer, but no one has been interested in using this same source. Copeland doesn't use signs. Adler has a parent make theirs. Elizabeth Falco has a contact in Asia that could fabricate based on numbers.

Rockland uses American Outfitters, but it's a corrugated sign, so not wood. There were orders of 100 signs that are unfulfilled (money was returned to those parents). Mindy Johnson made one at Hobby Lobby and the signs are easy to make. Also, could volunteers from high school (or HMS kids... contact Mrs. Grant) help with fabrication? Administration volunteer approved activity. So, Mindy will keep working with Kristen Vance on this option.

Elizabeth Falco brought up online registrations for gym jams, versus collecting the money by hand. Dr. Hallmark said this has been looked into before but it didn't go anywhere. Revtrak is used at Butterfield for the BFA, so Elizabeth will try and coordinate with Jennifer Khan to get more info.

Mindy Johnson wanted to clarify procedure for morning band/orchestra drop off. So, new reminders will be going out again.

Kristen Vance adjourned the meeting at 10:37 am.

Next meeting is Tuesday, February 12, 2019.

Respectfully submitted,
Meg Carter
HFA Secretary