



## **General PTA Business Meeting Agenda**

Henderson International School,

Unit ID # 01524259

October 12, 2016 | 8:30 AM - 9:30AM

- I. Call Meeting to Order
- II. Approval of the Minutes (Secretary)
- III. Unfinished Business
  - None
- IV. New Business
  - None
- V. Reports of Officers
  - Treasurer's Report
    - Current financial status
  - President's Report
    - 9/23 Ben & Jerry's Family Fun Night Recap \$909.26 raised
    - 10/7 Fabulous Shoe Night – Moms Night Out for Cause Recap
    - 10/9 Triathlon RESCHEDULED TO APRIL
    - 10/12 Greenhouse dedication recap
    - 10/13 Entertainment Book & App sales start <http://tinyurl.com/HISPTABOOK>
      - includes coupons for entertainment, apparel, travel, and dining (and more!) for Las Vegas, while digital app includes coupons nation-wide. Book is \$30/each and digital app is \$20/each.
      - Goal: \$1500 raised. \$30 Book: Sell 1-99, make 20%, 100 +, make 50%. 50% of digital.
    - Calendar of events - download to phone/computer
  - Membership Report
    - Drive ended 10/3; signups to date; signups to goal
  - Lower School Representative's Report
    - Monday October 31 Halloween Class Parties
  - Middle School Representative's Report
    - Friday May 26 Middle School Dance
  - VP of Operation's Report
    - Committees needing Chairs
  - VP of Communication's Report
    - Email/text event reminders for those who accepted invite to MemberPlanet
- VI. Reports of School Leaders

- Headmaster's Report
- Principal's Report
  - Friday October 28 NO CLASSES – Nevada Day
- Teacher's Report

## VII. Reports of Committees

- Family Fun Chairperson
  - Tuesday October 25 Pumpkin Patch Family Fun Night (4-7pm) - \$10 wristband flyer – 10% of proceeds to go to HIS PTA
- Fundraising Chairperson
  - BoxTops
    - Collection Deadline: October 26 – Class with most wins a pizza party
  - Amazon - affiliate link on HISPTA.com or setup Amazon Smile (select: PTA Nevada Congress Henderson International School)
  - Lyft - affiliate link on HISPTA.com - \$50 in free rides for parent, \$10 to HISPTA
    - PTA will be texting an invite to all parents set up for texting
  - Silent Auction Saturday March 25 (Southern Highlands Golf Club)
- Philanthropy Chairperson
  - Project 150 Entire School Year
    - Collected snack food items at Family Fun Night 9/23
    - Donation bins for year-round donations are placed throughout the school
  - October-December Drive
    - Socktober – Student council collection sock all month long
    - Service opportunity for students – break apart packs of socks to fold each pair individually, to be coordinated by Mr. Cadena
- Teacher Appreciation Chairperson
  - Friday October 21 Teacher Grab n Go Breakfast
- Book Fair Chairperson
  - Tuesday November 1-4 Scholastic Book Fair
  - Setup on October 31
- Holiday Shop Chairperson
  - Tuesday December 6-9 Holiday Shop
  - Setup on December 5

## VIII. Announcements

- Wednesday November 9 General Meeting (8-9am)

## IX. Adjournment

# Henderson PTA | MINUTES

GENERAL MONTHLY MEETING

Unit ID #01524259



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Meeting Called To Order | time 10/12/2016 8:37 AM | Meeting location Henderson Hall

Meeting called by	Jen Grant	Attendees
Type of meeting	Monthly PTA meeting	See attached sign in sheet (attached hereto as Exhibit 1).
Facilitator	Jen Grant	
Note taker	Lili Mostofi	

## AGENDA TOPICS

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Call to Order and Opening Remarks *Jen Grant*

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### Approval of minutes

- Approval of September 14, 2016 Minutes. Lili Mostofi presented copy of the minutes and indicated that the minutes will be made available online at HISPTA.COM and a copy will also be in the PTA binder.
  - Lili Mostofi made a motion to approve the minutes. Lori Gore seconded. Motion carried.

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### Introduction of Special Guest

- Project 150 Executive Director: Meli Pulido
  - Informative video.
  - Thank you all for being supportive of this project.
  - The mission of the project is to serve nearly 5000 homeless, displaced and disadvantaged students in the Valley, not including the 18 schools in Reno.
  - Our contribution of clothes, socks, snacks etc. allows the Project to service the 51 schools in the Valley.
  - Socks are the most important. When Fall comes around the students use the socks as gloves, on their feet and as scarves during the cold season.
  - Right now there are over 3000 registered homeless high school students. About 2500 more displaced and disadvantages students not registered.
  - There is a high level of sex and human trafficking in LV and it is very transient community and easy to hide. There are currently 70-100 young pregnant ladies or with children whose condition has nothing to do with their wishes or desires. We help these ladies to get their diploma and be ready for work force or for college.
  - There are a lot of high schoolers that have been head of household since 8 years of age!
  - The kids must have a school ID because the focus of the project is to anchor the kids to education.
- Jen Grant: Michelle Merhi and Erin Forstrom are co-chairing our school philanthropy.
  - Jen and Crystal toured the facility over the summer. This is a very well run organization.
  - This project helps the kids with all aspects of high school experience.

- The project has a boutique and they are partnered with Zappos to donate shoes, clothes, and accessories to help with everyday clothing and occasions such as prom.
- Project 150 is accepting donations year around in addition to our drives.
- Meli:
  - There are several drop off locations around town please check the website for any in addition to the school.
  - March 25<sup>th</sup> 2017 is prom deposit.
  - April 25, 2017 will be annual career fair.
  - Scholarship program – a youth council that raises funds throughout the year
  - Luncheon is June 29, 2017.
- Jen:
  - We are working on some service opportunities for HIS kids through student council.
  - Please participate in Socktober. There will be an opportunity in November for student to help wrap the socks.

### Unfinished Business

- None.

### New Business

- Proposed Budget Amendment. After approval budget last meeting we had additional incoming income from Target Red Card program, which is no longer in existence. As such, instead of creating a Target line item we have created an “Other Fundraising” line item to encompass various monies generated throughout the school year. We already had \$100 in “Other Fundraising.” Annette increased the line item to \$4000 because with the incoming \$1800 it is foreseeable that we can raise the additional \$2000+ to collect from other sources like Amazon and other areas. Also, a last minute check was issued for \$2750, which is a wash with the Silent Auction budget. As such, the adjustment in the Budget is \$4000 net.
  - Lili Mostofi made a motion to approve the current Budget. Lori Gore seconded. Motion carried.
- Findlay Prep. Rodney Haddix Associate Basket Ball Coach announced Findlay Prep’s trips to Hawaii is on December 15-22. This is one of the only tournaments for FP that the travel is not paid for. This is one of the biggest tournaments in the year. The players are very excited to take this trip during break. The PTA was invited to join the team in Hawaii. The team is very appreciative of this grant to allow them the opportunity to attend this highly anticipated event. Findlay Prep is always available to help with anything the PTA may need since they are a part of the school and want to be as involved as possible.
  - Rodney assured the PTA that Findlay Prep will be very hands on n helping with the PTA event, as they have been in the past. The first event is the Triathlon. The kids love the players handing out medals at the finish line.
  - This grant will be offset by the expenses the PTA will not incur because the players will be helping with events throughout the year.
  - Lili Mostofi made a motion to approve the grant to Findlay Prep. Kim Groberg seconded. Motion carried.

### Reports of officers

- **Treasurer’s Report – Jen Grant for Annette Hall.**
  - Jen will ask Annette to send an email regarding the finances to be uploaded to the website. In the interim, HIS PTA is financially sound and stable!
- **President’s Report – Jen Grant**

- Ben & Jerry's Family Fun Night Recap – we raised \$909.26 representing 50% of the proceeds. Big thanks to the Malouf family.
- Fabulous Shoe Night was a lot of fun. In December, there will be a mother daughter breakfast to benefit Santa Cops.
- Triathlon was canceled because pump had broken and the pool was green. It will be rescheduled to April TBD.
- Greenhouse dedication occurred this morning. Last year's fundraising was instrumental to afford the PTA the opportunity to donate \$6000 to the school towards the Greenhouse.
- Entertainment Book & App sales will start 10/13 <http://tinyurl.com/HISPTABOOK>
  - The Book includes coupons for entertainment, apparel, travel and dining (and more) for Las Vegas for \$30. Sales of 1-99 will get a reimbursement of 20% to HIS PTA, sales of 100 + will get 50%
  - The digital App includes nation-wide coupons for \$20. All sales will get a reimbursement of 20% to HIS PTA.
  - Goal is to raise \$1500.
- Calendar of events are available on our website.
- **Membership Report- Lili Mostofi**
  - Our drive ended on 10/03 and as of that date we have a total of 182 members, which exceeds last year's of 168.
  - All teachers have been sponsored to join for free.
- **Lower School Rep Report – Lori Gore**
  - Please set up volunteer list through Shutterfly for Halloween party. Set up is at 1:30 and party is at 2:00.
  - Lower school teachers have asked for a book, a craft and then food.
  - Costumes are limited to no masks, no weapons and no excessive gore.
  - November event is Grandparent's Day during the half day. Please coordinate with your teachers regarding their expectations.
- **Middle School Rep Report – Jen Grant for Megan Zappulla**
  - No Middle school haunted house because The Games are being held that week. Megan will be reaching out to donators to see about reallocating that money to a future event for Middle School.
- **VP of Operations - Crystal Kreisberger**
  - Thank you for all of you for being here.
  - We still need chairs for Family Fun, Silent Auction and Teacher Appreciation committees.
    - Family Fun – is putting together activities like the ice cream social we just had.
    - Teacher Appreciation has been made easier by having three catered breakfast it's the week that needs the most supervision.
    - Silent Auction – the board has taken on a lot of these committees and will continue to be of help. But we need a point person or two.
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- **VP of Communication – Kathy Kierejewski**
  - On Member Planet you can choose to be contact via email or text or both to be notified of our upcoming events.

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## School Leaders' Reports

- **Headmaster's Report - Mr. Ahlborn.**
  - Apologies to our Jewish members for scheduling anything during yom kippur.
  - Thanks to PTA for the greenhouse and ceremony this morning.
  - STEAM initiative – our first student news war recorded. T

- his is fully done by students. We are learning from the process.
  - Drones – competition for tech week in December.
  - Engineering will have another upcoming project.
  - Marine science is using 3-D printers to engineer their own special whale species.
  - Math experimentation in guitar.
  - International week for Middle school will be last week of January.
    - A mutli cultural dance group will work with students that week.
    - On that Friday, we will host an evening for the whole community.
      - Looking or families to participate with food, dance and costume of different nationalities.
      - This will be held the day before the Chinese New Year in 2017.
  - The Unforgettables Foundation raises money for families who have lost a child and don't have sufficient resources to provide a memorial.
    - We are having a Teddy Bear Tea with Santa and Mrs. Clause on December 17<sup>th</sup> at the Four Seasons. 100% of ticket sales will go toward foundation.
  - During ISF period the Middle School made 377 lunches for Two Lunch Tuesday.
    - Broken Chain Ministry picked up the lunches.
    - We will do this monthly.
  - HIS sponsored Walk A Mile In My Shoes to benefit the Las Vegas Mission.
  - Working on contact with UNLV regarding the Hope Scholarship.
    - Providing fully funding for housing and tuition for homeless kids.
  - Thank you for my lunch box!
  - Save the date for the weekend of Grandparent's Day Weekend to remind of our celebration next month.
  - About 160-170 students will be here to compete in The Games next week.
    - If middle school students are not signed up to participate they will have special classes to attend during The Games.
- **Principal's Report – Jen for Mr. Heffron**
    - There are no classes on Nevada Day on October 28<sup>th</sup>.

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### Committee Reports *Jen Grant*

- Family Fun Chair- we don't have a chair yet.
  - We changed our Pumpkin Path date to October 25<sup>th</sup>. The kids will get a \$10 wrist band for unlimited rides, inflatables and petting zoo. Carnival games and bungee jumping not included. For every \$10 wristband \$1 will come back to PTA.
    - Located at corner of Coronado Center and St. Rose.
    - We also make money on all other sales (i.e. pumpkins) as well.
- Fundraising Chair – we don't have a chair yet.
  - Penny Walter has agreed to handle the box tops.
    - The first collection for Box Tops is October 26<sup>th</sup>. The class with the most unexpired box tops will have a pizza party.
    - On the PTA website, we have Amazon banners. The PTA gets a percentage of everything purchased through that link.
    - We are also set up through Amazon Smile. You can log into Smile.Amazon.com and pick PTA (select: PTA Nevada Congress Henderson International School).
    - Lyft - affiliate link on HISPTA.com.
      - By sign up for an account you will get \$50 in free rides and \$10 will go to HISPTA.

- Silent Auction will be held on Saturday March 25<sup>th</sup> at Southern Highlands Golf Club.
- Philanthropy co-chairpersons are Michelle Merhi and Erin Forstrom.
  - We have donation bins year-around for Project 150.
  - Socktober will be start in October.
    - Service opportunity for students the week of Halloween to help fold the socks.
- Teacher Appreciation still needs a chairperson.
  - Friday October 21 Teacher Grab n Go Breakfast
  - The rest of the schedule is on the calendar on our website.
  - Thursday December 15 Teacher Luncheon in Learning Commons.
- Book Fair chair – we've had 5 responses to help run this event.
  - will be November 1-4. Set up the morning of the 1<sup>st</sup>.
  - Lisa Garcia will help the co-chairs.
  - Preview day is Tuesday for kids to come thru and make their wish list.
  - We have budgeted \$2500 but expect to exceed that amount.
  - Findlay Prep will help with this event.
  - Mr. Ahlborn has agreed to dress up as Clifford.
  - Also, we could use some Dr. Zeuss decorations.
- Lori Gore makes a case for volunteers.
  - Most of the planning and arranging has already been done.
  - The PTA is available and participates in every single event.
  - We just need people to step up to coordinate.
  - Silent Auction is a big fundraiser and Teacher Appreciation is a way for us to give back.
- Holiday Shop is December 6<sup>th</sup>-9<sup>th</sup>. Chairperson is Kim Groberg.
  - There will be a meeting in October to start preparing.
  - Set up is Dec. 5<sup>th</sup>.

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## Announcements

- Wednesday November 9<sup>th</sup> is the next General Meeting (8-9am)

### Conclusion:

- We are still in need of a chairpersons for committees. If you are interested in chairing an open position or volunteering for a committee, please contact a board member.
- There is a link on HIS PTA for Polar Express tickets for the 7:30 p.m. departure.

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## Adjournment *Jen Grant*



PTA GENERAL MEETING - OCTOBER 12, 2016

Name	Signature	Member Yes/No
1. Jen Grant	[Signature]	yes
2. Kelli Taguchi	[Signature]	yes
3. PENNY LALOR	[Signature]	yes
4. Crystal Kregishberger	[Signature]	yes
5. Michelle Miller	[Signature]	yes
6. Toni Cox	[Signature]	yes
7. WENDY THURM	[Signature]	yes
8. Meli Pulido	Meli Pulido	no/Project (50)
9. Lori Gore	[Signature]	yes
10. Kathy Kierejusi	[Signature]	yes
11. Christy Ross	Christy Ross	yes
12. Kim Carpenter	[Signature]	yes
13. Nadine Anna	[Signature]	yes.
14. Lisa Garcia	[Signature]	yes
15. Nazia Begum	[Signature]	yes.
16. Lili Mostofi	[Signature]	yes.
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