

HMLS - PTC meeting minutes
October 11, 2015

Attendees: Lisa Charest, Lea DiMascio, Hillary Brierly, Jen Bednar, Thuy Gillis, Kelly Porter, Tracy Kapantais, Shannon Mataragas, Leila Dixon, Monica Leftridge, Chad Leith

1) Principal's Update - Chad Leith

- Title I Funds (funds received by district) currently fund the following “supplementary supports and services”:
 - Reading Specialist
 - Math Tutor (Tuesdays and Thursdays)
 - Computer Literacy Specialist - Diane O'Donnell. Second Grade only
 - Vacation Academies (Feb & April Vacations) open to all students, across schools in select grade levels
 - District summer professional development courses for teachers
 - 21st Century Learning Lab, headed by Judy Borden. Started 10/11/16 for grades 3-5. Monica will try to engage SSU students to participate.

- Title I Funds (funds received by district) currently fund the following “family engagement”:
 - Fund compensation for the Community School Coordinator - Monica Leftridge
 - Literacy Night (December) and Math Night (March - possible on Day, 3.14). At these events, information is provided on HMLS curriculum, what we do in class, how we assess student progress, provide ideas for fun activities at home to enhance learning, etc.
 - New initiatives including: Monthly Newsletter (Christina DiCalogero & Monica Leftridge), HMLS School Council (first meeting 10/11/16)
 - Additional time for parent/teacher outreach and conferences; ie 3 of the 35 prof. development hours are to be used exclusively for parent communication (phone calls, emails, etc.) and 1 hour to extend parent/teacher conference meeting hours.

 - Question from Hillary Brierly - “Who decides how the Title 1 funds are spent?”
 - Chad - HMLS has no new funds this school year, working exclusively on r/o funds from last year. They are not a budget line item. The district directs where the funding goes by saying “this is

what you have, you can decide where to spend it within these parameters.”

2) Treasurer’s Report

- Kathy Cullen - expressed frustration over the lack of communication and timely requests from Science Coach, Liz Rogers. (Liz is a district employee who works both at HMLS and the Bowditch school.) It has been a continuous issue that the PTC receives very last minute funding requests and the lack of timeliness makes it very difficult for us to approve and provide the funding in time.
 - PTC budget for all classes needs to be kept at \$6,600.
 - How can we fix this? Can we give her a set amount for the year? Should we come up with a deadline for ALL funding requests?
 - Chad - will set up a meeting to sit down with Liz and get a sense of what she will need throughout the year, etc.
 - Tracy - “Why do emails get sent out with last minute fund requests? Makes it difficult to be able to ask more question about that exactly is being approved, etc.” Again , this comes back to last minute requests by teachers. Ms. Connell - Will try to get a “Teacher Wish List” together for the year and possible recruit those needing funds to attend PTC meetings and explain what they will be used for, etc. Chad agreed that it would be very helpful to “map out the year” as best possible with the teachers and set a deadline for requests.
 - Ms Connell suggested the teachers could post a list in the PTC office of all field trips, events, etc. for the year to help us be more aware. Hillary will attend the teacher meeting on 10/26 to discuss this initiative.
- YTD Spending:
 - \$660 - Discovery Museum
 - \$300 - Parade
 - \$300 - Buddy Bench
 - \$340 - Welcome Back BBQ
 - \$65 - BooHoo Breakfast

3) Funding Requests

- 5th grade field trip to Winter Island for NE Aquarium Tidepool exploration, **\$175** for bus - **Approved**
- 1st grade Discovery Museum programs on “sounds/vibrations”, **\$545** - **Approved**

- 4th grade 60 min. program on “Birds of Prey” to enhance their animal studies unit, **\$375 - Approved**
- Monica proposed an upcoming “warm” clothing drive to provide for many of the new families at HMLS who may have come from warmer climates, etc. She will prepare a flier to send home and possibly place the collection box in her office.
- Tracy mentioned the “Sock-tober” drive being held by the Advanced Health teachers at SHS

4) Parade Update

- HMLS float was awesome, everyone was very, very impressed.
- Mike DeCelle provided flatbed tow truck, huge HMLS supporter.
- Brett Mentuck will take over HH Parade/Float work next fall.

5) SEF Food for Thought

- Raffle - winner receives 2 tickets for dinner anywhere in the world
- Request for volunteers to sell tickets in the SEF booth downtown during HH festivities. Two hour shifts.
- Person who sells the winning ticket gets an iPad.
- Once a school sells 100 tickets, the school gets \$1 from any additional ticket sales.
- The booth has a list of where winners have gone in the past so potential ticket buyers don't think it is a scam.
- Discussion about the “motivation” for HMLS to sell these tickets.
 - Have any HMLS teachers applied for SEF grants?
 - Lauren Grace and Monica Leftridge did apply for bilingual student (portugese/spanish) grant
 - Confirmed that HMLS PTC can write grant requests
 - “Art Can make a Difference” event was originally a SEF grant benefited program but is now run by the City of Salem.
 - Grant requests are anonymous.

6) Movie Night

- Friday, October 14th.
- Showing of Zootopia, outside, in the back of HMLS.
- PTC to provide popcorn

7) Yankee Candle Fundraiser

- Starts 10/21, runs for 2 weeks
- 40% of sales profits go to HMLS

- Orders made on paper, are delivered to school and then distributed to students.
- Orders made online are delivered directly to buyers home.

8) Thursday Morning Help with Tina Beauregard

- HMLS parent who is at the school on Thursday mornings to help teacher with stapling, copying, etc.
- Anyone who would like to help should contact Lisa or Lea

9) Mann Event

- Last years event was too expensive, may have alienated some families
- Would like to keep this year's event under \$25 per ticket
 - Suggestions/Ideas:
 - Winter Island outdoor pavilion with the Bambolina mobile pizza oven
 - Knights of Columbus, ? if they give a discount, no ambiance
 - Moose Club, too smoky
 - Victoria's Station again
 - Mahi Mahi
 - SSC function facility (for free) with Chartwells catering, can have beer and wine
 - Lisa to speak with Dr. Leith
- It was also suggested that another event could be held at the end of the year with families that is more casual, fun, kid-friendly (possibly at WI).

10) Questions/Comments

- Tracy mentioned helping out with SHS after prom party at Leggs Hill YMCA.
 - Kathy mentioned we have given a monetary donation in the past.
 - Our most recent donation, made in January 2015 for \$100, was never cashed.
 - Kathy will send an email with details on who it was sent to, etc to clear it up.