

McCarthy-Towne School PTSO Meeting Minutes Tuesday, June 14, 2016

Chris Hanlon, future PTSO Chair
Julie Maranian, PTSO Treasurer
David Krane, Principal
Tracey Smith, Parent Involvement Coordinator
Allison Knell, Principal for the Day

Julie Weir, current PTSO Chair
Kerry Lewis, PTSO Secretary
Matthew Mcdowell, Asst. Principal
Shelley Cole

The meeting was called to order at 9:07am.

The Minutes of the May 2016 meeting were approved with two edits.

Chris Hanlon, next school year's PTSO Chair, began the meeting by emphasizing that the PTSO matters. He shared that our contributions are vital. School would be a different place without our fundraising. Spread the word!

Principal's Report

David thanked Julie Weir for her dedication and leadership as Chair during the '15-'16 school year along with the entire PTSO Steering Committee. David also welcomed 2nd grader, Allison Knell, who was shadowing him as Principal for the Day to the meeting.

The placement process continues as move-ins to Acton and students from other schools in the district register at McT. Classes for next year will continue to be tweaked throughout the summer as more people join the McT community. Classes will be shared with families in mid-August.

The Choral Concert was a huge success. David raved about the students' talent and understanding of what music means. Over 350 people were in attendance! Family Field Day was another recent school celebration. It was fun and well attended. David noted that he saw many new, "younger" families in attendance.

Kasey Conway was hired to be a Special Educator in the Learning Center. She has been a teaching assistant in Concord for the past three years. David and the interview committee are thrilled to have her join McT! David James will be leaving McT to take a leadership role at the high school. Tom Kamataris will be returning to McT as our P.E. teacher. Heather Stouch was hired as McT's full-time school psychologist.

David shared he'd like to increase parent involvement in the areas of photocopying and clerical work as we want the assistants to be working with the students. This would be a culture shift for the teachers and require them to plan further ahead. For this to work, regularly scheduled, dependable parent help with a back-up crew is needed.

Treasurer's Report

There are currently \$96,571.66 in funds available.

There was not much activity by way of fundraising this month. Field Day grossed \$1,414 in admission and food sales. Our net proceeds are \$694.51, but the custodial fees have not yet

been paid so this number will go down a bit. We also received \$175 from Target's Take Charge of Education program.

There were many expenses this month, including these field trips: 3rd grade Fenway, 4th grade Discovery Museum, 1st grade Michelle's Menagerie in-house visit, 2nd grade Discovery Museum in-house field trip, kindergarten Drumlin Farm, 2nd grade Butterfly Place, 3rd grade Kimball Farm, 6th grade Museum of Fine Arts, and 6th grade Thompson Island. Other expenses include:

- Three additional grade levels used their \$100/class PTSO donations.
- ABRSD was sent their last payment of \$23,666 for contractual services.
- A 20% deposit of \$3523 was made to AYF – Merrowvista for next year's 5th grade trip that'll happen in the spring.
- Kimball's and Comella's were paid for Field Day.
- \$500 scholarship fund was given to alumnus, Stetson Doggett.
- Hanna and Julie W. were reimbursed for art supplies and retirement gifts.
- MCI Safe Arrival and Verizon bills were paid.

Fundraiser Updates

Thanks to Maya and Liz along with the parent, jr. high, and high school student volunteers for a terrific Field Day!

Donelan receipt income was spent by Hanna and Heidi; they ordered from catalogues and the money never goes through PTSO.

Scrip can bring in more money if the coordinator collects monthly. Pam Hippensteele is taking this on for next year.

The first fundraisers for next school year will be the catalogue sales and the direct appeal. Care will be taken to consider the timing so families don't feel like they're getting hit all at once. We will once again send out the fundraiser timeline form to families.

A goal for the summer should be to finally get our tax categorization changed by Thomas, our tax person. Julie W. will follow up with Thomas. We need to get this changed in order to sign-up for Amazon Smile.

It's looking like the Activities Expo will not happen. Julie W. and Julie H. ran the entire thing by themselves last year. We don't have any volunteers to take this over yet. Summer preparation is necessary. Email templates, forms, and flyers are already created if anyone is interested in helping. This fundraiser brought in \$4500 last year.

We are in need of two chairs for the Tag Sale. A date has already been chosen and space reserved.

We are on the waitlist for Shoparoo. Families scan their grocery receipts and the school gets a donation from the company; it's a simple way to raise money.

Events

Meeting dates for the '16-'17 school year have been tentatively scheduled. We're aiming for 7pm on the 3rd Tuesday of the month, but there are some exceptions: September 20,

October 18, November 15, December 20, January 17, February 15, March 21, April 11, May 16, and June 13.

Let's work on PTSO Meeting attendance. Maybe board members bring a few friends? Can David rally the parent community? Continue to bring in speakers, such as Dr. Brand. Ask him to come to a Fall meeting to discuss budget and new ALICE plan. We can be more diligent with Julie W.'s publicity plan of posting the meetings' agendas on the website page, on the Facebook page, and in Howler.

The kindergarten and new student playground playdates will take place at the following times at McT: July 30 9-11am, August 16 5-7pm, August 25 1-3pm, and September 10 9-11am. Current students are welcome to attend.

There will be a change to the way Classroom Potlucks are organized next school year in an effort to make them happen earlier in the school year. The school cannot give out email addresses until it receives permission via the Directory form and by then it's late October already. So, this upcoming year it will be more flyer-based. There will be a form in the first bulletin to sign-up to host or help. Then the volunteers will be given a simple template (2 options) to help them quickly organize and schedule the potlucks. This way they will hopefully all happen by the end of October.

The Auction will be held on March 18th.

Next Year

The new PTSO Steering Committee was approved. The new Senior PTSO Chair for the '16-'17 school year is Chris Hanlon and the Junior Chair is Judy Bourdon. Other new members of the Steering Committee are Tracey Smith - Auction, Bibiana Knell and Julia Epperson - Fall Social, Julie Weir - GM Box Tops, Colleen Daly - Grant Writing, Mariah Straayer - Parker Damon Building Lost and Found, and Pam Hippensteele - Scrip. We are in need of Auction Co-Chairs, Activities Expo Chair, Bulletin Collator Chair, Buddy Family Chair, Landscaping Chair, and Tag Sale Chairs.

The meeting was adjourned at 10:01am.

Respectfully submitted,
Kerry D. Lewis
PTSO Secretary