

**McCarthy-Towne School PTSO**  
**Meeting Minutes**  
**Thursday June 6, 2012**

**Present:**

Michele Caterina, PTSO Chair  
Kate Murray, PTSO Junior Chair  
Carolyn Dee, PTSO Secretary  
Chris Hanlon, Treasurer Shadow  
David Krane, McT Principal  
April Hirshberger  
Patty Lee, Parent Involvement Coordinator  
Tracey Smith

**Introductions:**

All present went around the room and introduced themselves.

**Minutes:**

The minutes of May 10 were approved as amended.

**Michelle:**

Kate thanked Michelle for her wonderful service as chair this year and gave her some flowers from the group.

**Principal's Report**

David reported that Kathy Collins will be giving two two day workshops to Acton teachers this summer.

Staffing changes for the upcoming school year are:

Cheryl and Darsi will be teaching kindergarten

Ashley will remain in the 2<sup>nd</sup> grade

Mary Ann Mehler will be joining the 3<sup>rd</sup> grade team to replace Darsi who will be moving to kindergarten.

Grades 1, 2, 4, 5 & 6 teachers will remain the same.

Jillian Gilfoil is the new full time music teacher at McT. She will be able to aide the teachers in integrating her special into their classroom work.

There is a new teacher evaluation being piloted this year based on the new state mandate. It will consist of 10 – 15 minute drop in visits by David and Matt and then discussing what they have observed with the teacher afterwards.

Sixth grade will continue with what began last year where the 3 teachers will assume a content area to teach. Each teacher will teach one content area throughout the year. Laura Martin will be looking at the way literacy is taught in the school.

Placement for next year is ongoing. At this point we are a little ahead of ourselves which is a good thing.

David thanked Michelle for all her hard work this year. We raised a lot of money this year due in large part to her leadership. We are pretty much status quo for this year with money we have raised and money we received for assistants.

It was discussed whether McT should offer a scholarship to a deserving senior. Other elementary schools offer them and maybe we should too. It was suggested that maybe staff and PTSO could contribute to a \$500 scholarship to be given to a senior. David will look into forming a selection committee and seeing what the criteria is for other schools.

### **Chris Hanlon**

The Treasurer's Report was approved as submitted. Jonathan emphasized setting realistic goals for next year as far as fundraising is concerned.

The PTSO voted to give \$4,000 of our PTSO cushion money to help fund the budget for next year. This way David will not have to find the money elsewhere and will take less from the Community Education Money. The PTSO unanimously voted on Option 1 and to maintain the status quo with staff. The total budget for next year will be \$93,600.

### **Fundraising**

Yard Sale - \$2,719

We will touch base with the Yard Sale chairs about changing the date next year so it does not interfere with other activities.

Ice Cream Social – June 7, 2012

Tickets are \$7.00 a piece and everything seems to be on track for that.

Fall Fundraiser – Lara Maira will run it. It will be streamlined with 2 catalogs going home at the same time. There will be a direct appeal and we will work out the details over the summer.

### **McT Mornings**

McT Mornings will be back next year with the school being on the late schedule.

Michelle and Patty will be working over the summer on the schedule for McT mornings.

### **Constant Contact**

We will be using Constant Contact next year to communicate with parents. Bridget Matz will be setting it up and will be trained on how to use it. Friday Flyers will be linked to Constant Contact.

**PTSO Meetings**

There will be a new format for PTSO Meetings which will be determined at a later date. They will alternate between evenings and daytime and the majority of meetings will contain a hot topic present in the school community.

**Adjournment**

A motion was made and approved to adjourn the meeting at 8:50 P.M.

Respectfully submitted,  
Carolyn Dee  
PTSO Secretary