

**McCarthy-Towne School PTSO**  
**Meeting Minutes**  
**Wednesday June 5, 2013**

**Present:**

Kate Murray, PTSO Sr. Chair  
Tracey Smith, PTSO Jr. Chair  
Carolyn Dee, PTSO Secretary  
Chris Hanlon, PTSO Treasurer  
David Krane, Principal  
Patty Lee, Parent Involvement Coordinator  
Carol Chytil  
Julie Weir  
Shelley Cole  
Jen Mabardy

The meeting was called to order at 7:00 P.M.

**Minutes**

The minutes of May 8, 2013 were approved as amended.

**Principal's Report**

David stated that there will be 12 teachers who will be switching classrooms at the end of the school year. The teachers are busy packing up their rooms in anticipation of the move. Everyone is excited about the new configuration for next year.

Patty Lee and Maureen Jones will be leaving their positions at the end of this school year. David thanked them for their dedication to the school and all their hard work and he will miss them both. Both jobs have been posted and both are part time positions with no benefits.

David is in the process of hiring a new half day kindergarten teacher for the Fall. Both All Day K classrooms are filled for next year. The placement process is ongoing. Teachers are in the process of putting the groups together into 3 balanced classrooms. Assistant hours for next year will remain the same.

Family Field Day was very well attended and very successful this year. The children are tense and some are sad this time of year but there is also a lot of ceremony and celebration this time of year.

**Treasurer's Report**

The Treasurer's Report was reviewed and approved.

**Fundraising**

Family Field Day raised \$600.00.  
Auction Memories raised \$1,075.76

Auction Profit was \$57,654.82  
Yard Sale was very successful this year.

It was agreed to do the Fall Fundraiser/Direct Appeal again next year. We will talk about this further in the Fall. Gift Wrap brochures will go out on September 13 and orders will be due by October 4. Orders will arrive at the beginning of November. Christine Kobelski will chair the Gift Wrap Orders.

### **PTSO Budget**

The PTSO Budget for the 2013 – 2014 school year is \$89,000. Right now we have \$10,000 in reserves. We would like to offer a scholarship from McT to a graduating senior next year. A vote on the budget was taken at 7:50 p.m. and the budget was unanimously approved.

### **Next Year**

Thank you to Patty for helping Tracey fill open steering committee positions. It was suggested that we have a gathering at the end of the summer to welcome new families to our school. One suggestion was to have playground play dates. There should be 2 to 4 current McT Families at each of these play dates. A letter will be drafted at the end of the summer to send out to new families with the letter for orientation.

New Ideas for Fundraising are the Happy Chocolatier offers a fundraising night as well as the Worcester Sharks. Shelley Cole volunteered to bring back Family Portraits.

### **PTSO Meeting Dates for Next Year:**

September 11 – Evening  
October 10 – Morning \*\* This has been changed to October 17 (morning)  
November 13 – Evening  
December 12 – Morning  
January 8 – Evening  
February 13 – Morning  
March 12 – Evening  
April 10 – Morning \*\* This has been changed to April 9 (evening)  
May 14 – Evening  
June 4 – Evening

Tracey thanked Kate for all her hard work this year at Sr. Chair.

Shelley Cole has agreed to be PTSO Jr. Chair for next year.

It was unanimously voted to approve the Steering Committee for the 2013 – 2014 school year.

### **Next Meeting**

The next meeting will be held on Wednesday September 11, 2013 at 7:00 P.M..

**Adjournment**

The meeting was adjourned at 8:25 P.M.

Respectfully submitted,

Carolyn Dee  
PTSO Secretary