

PCPA Meeting Minutes

November 17, 2010

Attendance: Janelle Deschino, Katie Gillespie, Ang Foley, Kim Shur, Lorelee Schaedel, Ashley Werhner-Collins, Megan McConagha, Biz Brewer, Tara Simopolous, Deb Braxton, Sara Page, Amy Stanley, Mary Ellen Carignan, Christine Mackenzie, Vanessa Adams, Sarah Gagne, Terri Patterson, Sarah Crawford, Jennifer Scarpetti, Karen Hare, Lisa Stevens, Anne Ingalls, Amy Lombardo, Eileen Hetrick, Linda Burke

Janelle Deschino called the meeting to order at 9:05 a.m.

1. School Update: Principal Tom Eismeier and Teacher Liaison Linda Alfiero

Parent-Teacher conferences went well. There was nearly 100% attendance.

Climate committee theme of building bridges is up and running.

There will be a school board workshop that will be focused on early literacy on November 30th at 7:30pm in the high school library. It will be videotaped and posted on the website.

The outcome of the math curriculum meeting was that parents need to know more about math. Tom would like to work with the PCPA to schedule a meeting time for that.

Smart Boards – Karen Abbott and Erik Nielsen will be working with the technology integrator to get things working for everyone.

Math Masters Program Update:

There was a meeting with Tom, Linda, representatives of the school board and PCPA Grants co-chairs to discuss the funding of this program. The school board will be expecting a proposal from Tom for funding the program next year.

The cost to run the program from the beginning of January until the end of the school year is \$5112.50. PCPA has paid \$2175 so an additional \$2937.50 is needed to run the program. There will be an instructor from 11:30 to 3:00 every afternoon to work with 3rd and 4th grade students who are really struggling with the math program. The focus of the program will be the mastery of 12 essential skills that students will need as a foundation going into the middle school.

The following questions were asked by those various parents in attendance and answered by Tom and Linda:

- How will you monitor program effectiveness? Answer: The math team has addressed the essential skills and developed assessments to monitor effectiveness.

- Will there be any follow-up with the Middle School to see if the math support is working? Answer: The math committee has a 5th grade math teacher as a member so they can discuss.
- What is used to determine which students receive support – a mastery percentage (50% or 75%) or a qualitative opinion from a teacher? Answer: Both.
- What is the plan for this program after this school year? Answer: Tom stated that the school board is expecting a proposal from him to have the program included in the school budget. The board is in agreement that the kids need help.
- Is the need for math support a new issue? Answer: No, the need has always been there. It is not at a crisis level but they realize that kids are not getting as much help as they should.

2. **Treasurer's Report:** Ang Foley

Ang distributed copies of the budget and gave a report:

Notepads & Directories – Sales continue: \$45 directory sales, \$30 notepad sales

Boxtops

- Champion Collector Trophy – A trophy will be given to the class who collects the most boxtops in November. Creative Awards in Scarborough provided the trophy at cost (\$25) and donated the labor for engraving the trophy.
- PCPA Submission – postage \$14.36; \$945.20 check to be received in January
- The total submission for Haunted Harvest Boxtop Dunk Tank Fundraiser was \$663.70. PCPA agreed to split 50/50 with MSPA, so each association will receive \$331.85.

Haunted Harvest, Saturday, October 23rd:

- Total Donations = \$1545.00 cash + \$8758.00 in-kind = \$10,303.00
- Total Proceeds Day of Event = 13,119.70
- Total Expenses = 4,982.30
- Net = 9,682.40
- PCPA Share after 50% Split of Net with MSPA = **\$4685.52***
- There are still a few remaining reimbursements and sponsorship donation that could cause minor adjustments to the final figure.

Scholastics Book Fair Thursday, October 21st – Thursday, October 28th: In addition to the \$3289 net profit reflected on the budget, \$2427 in scholastic dollars is available to buy gifts for Boxtops, apply towards teachers' gifts during Teacher Appreciation Week, and replenish supplies for the PCPA.

Friday, November 5th: Movie Night - \$252 in concession sales

3. Grants: Ashley Wernher-Collins and Loralee Schaedel

Flip Ultra HD Video Cameras - A grant was written by Mary Jane Hamm (4th grade) requesting two Flip cameras. The cameras will be used as a tool to integrate video into the classroom, such as recording student's book report presentations, speeches, etc. The purchase price is \$150 for two cameras.

The following questions were asked by those in attendance:

- Are there already cameras and video cameras at the school? Answer: There are no video cameras currently in use.
- Is there a way to store them in a central location for all classes to use? Answer: We are working on a way to track items to allow for better sharing.
- Do teachers know what other teachers ask for? Is there some way to let teachers know which grants are submitted and either approved or rejected? Answer: We do need to come up with a way to let teachers know about PCPA grant requests and outcomes.

A few parents commented that the cameras could be valuable to support literacy (reading and writing) and to develop oral speaking skills.

A motion was made to approve the grant for the purchase of the two Flip cameras. The motion was seconded and unanimously approved.

Math Masters Grant

A motion was needed to transfer money (\$1112.50) from the general grant budget to the technology budget in order to have the funds to pay for the math grant if approved. A motion was made and seconded. There were 4 people opposed and 13 in favor.

A parent asked why the money for the math program was coming from the technology budget. It was explained that the money was coming out of the technology budget this year for two main reasons: there was an agreement that if the Math Masters Program was funded, the technology budget would be reduced; and this year the school administration did not anticipate needing as much money for technology because last year there was a lot of technology funded.

A motion was then made to approve an additional \$2937.50 for the math support program. The motion was seconded. There were 5 people opposed and 12 in favor.

4. Recap of PCPA Events:

Movie Night – Sara Page

- 150 kids attended Movie Night
- The fact that the movie was a new release might have been a draw.
- There is a \$75 license fee.
- There will be another movie night in March.

- There were some problems with the popcorn machine that need to be addressed before the next movie night.

- Some parents also did not know they needed to pay for popcorn and water. That information was on the event flyer.

- There was a brief discussion about whether movie night should be a “fun-raiser” (i.e. no popcorn for sale or free popcorn) or a “mini-fundraiser” (popcorn sales). This topic will be explored before the next movie night.

Haunted Harvest – Janelle

- This was discussed under the budget section.

Scholastic Book Fair – Christine

- The 2010 Scholastic Book Fair reached over \$17,000 in sales earning the PCPA and Pond Cove School \$3,500 in cash profit and over \$2,000 worth of Scholastic Reward dollars.

- Students, teachers, and families also donated \$894 worth of loose change during and prior to the fair for Scholastic's One For Books program. This means 894 books were donated to Scholastic's charities of choice, \$894 was added to the revenue for the fair and \$894 was given to the PCPA to spend. Of the \$894 given to the PCPA, \$375 worth in books was donated to the Center for Grieving Children and the remaining amount was used to purchase books from the wish bags of new staff members and the Media Center.

Mixed Bags – Tara Simopolous

- The deadline was extended due to slow beginning sales.
- There is currently \$2000 in profit.
- Tara and Lisa Stevens both have bags for sale if someone missed out on ordering.

5. Endowment Program Review: Lorelee Schaedel

Lorelee presented an overview of the Endowment program. She stated that the PCPA has been considering this program for some time and is proposing the idea today. This new initiative will help our dollars grow along with our children.

Here is how it will work: Each year a percentage of the money we raise through the PCPA will be set aside to support the Middle School Outdoor Experience Program. This year \$10,000 would be set aside for the endowment and be allotted in the following ways: \$3,000 for the 4th grade class; \$2,500 for the 3rd grade class; \$2,000 for the 2nd grade class; \$1,500 for the 1st grade class; and \$1,000 for the Kindergarten class. In subsequent years, PCPA will donate to the classes a certain percentage of funds raised throughout the year. Through the endowment, each class (K-4) will receive funds that will build up over their time in Pond Cove, and will follow their specific class to Middle School.

Anne Ingalls, Lisa Stevens, and Karen Hare from the Middle School Parent's Association (MSPA) presented the outdoor program and their need for funding. The Outdoor Experience is a series of Middle School programs that currently include a 5th grade trip to the Boston Freedom Trail, a 6th grade week-long camping trip to Chewonki, and 7th and 8th graders attendance at full day programs at Camp Ketcha that focus on substance abuse and decision making.

The actual programs might vary year to year but this year will be the 25th year Capers have gone to Chewonki. Cape is one of only two schools (the other being Yarmouth) in the state who are still able to raise the money to be able to go.

It is also important to note that the money for Chewonki has always come from fundraising and parents paying a portion, only a small percentage was ever paid by the school budget. CEEF has also funded the program in the past but beginning with this year's 4th grade class, there will be no further funding from them for Chewonki. The current cost for Chewonki is \$47,000.

When the MSPA asked the Middle School Principal, Steve Connolly, what he wanted from MSPA, his answer was funding for Chewonki. Year after year fundraising by MSPA has dwindled. Net funds raised for the past four years were: 2006 = \$23,000; 2007 = 20,000; 2009 = 10,500. This school year the major fundraiser was changed from Sally Foster to a new program, which included incentives for fundraising and pep rallies. Approximately \$11,000 was raised, which was similar to last year despite all of the changes.

There were several concerns and comments presented by some of the parents in attendance as part of a discussion regarding the endowment:

- A concern that there is too much fundraising by the PCPA, which is draining to parents, and that the fundraising needs to be focused.
- If Chewonki is important to the Middle School Administration it should be included in their budget.
- Ang Foley expressed concerns from a budget standpoint, including the need to have start-up capital each year, unforeseen needs can come up in any given year, and the need to have a balanced budget.

- There was a suggestion that maybe the Endowment Program could be implemented but that perhaps we also need to be creative with seeking grants to assist for paying for the Outdoor Experience programs.

6. **Open Discussion:** There was no open discussion.
7. **Adjourn meeting:** The meeting was adjourned at 10:55.

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