

## **Huntington School PTO**

May 12, 2016

### **Meeting Summary**

#### **Executive Board members present:**

Leeann Wiess

Meghan Vitale

Keith Gatling

Angie Vigliotti-Martinez

Emily Pascale

Six parents attended.

#### **Welcome**

Leeann welcomed everyone. This is the final PTO meeting of the year.

#### **Board member reports**

Leeann reported on the karate program. The last test of the year will be on Monday, followed by the last tournament, then the year-end pizza party. There were no problems this year, which is great and a change from a few years ago. Students involved in the program will be offered a special rate if they want to take classes at the dojo over the summer.

Mary Beth asked if we had received the Box Tops check that was mailed April 15. Emily said that we haven't received anything all year. Mrs. Winters' class won for April. A parent requested a non-dairy prize for the winning classes, maybe popsicles, due to allergies. We're done with winners for the year. They will all get their prize on the same day, probably early in June. Leeann will coordinate with the teachers.

Leeann said that Bingo Night was a great event. There were about 60 people in attendance, and we received very positive feedback. We had great prizes: Crunch tickets, SkyZone, other gift cards. We plan to do it again next year. We profited \$120. Most prizes were donated, but we did buy the school supplies to make sure that all students left with a prize.

Emily reported on Earth Day. About 40 students/family members participated, including a lot of middle school students, and we collected about 15 bags of garbage. A photo was taken by OCRRA, and Emily will try to get a copy of the photo.

#### **Old Business**

Meghan read an email from Tom Ferrara, director of facilities, providing an update on the school renovations. Mr. Ferrara indicated that the Joint Schools Construction Board is in the process of selecting architects and an announcement should be made soon about the selection. As soon as that is done, the design of the project will start. Right now, construction is scheduled to start in 2017, but this could be pushed back. Once the architects are picked, the Program Manager will update the schedule

with hard project dates. Mrs. Harlow indicated that the roof, windows, HVAC, and locker rooms will be included in the renovations. She does not expect the renovations to displace students out of the building. She also noted that parents should be aware that there will be a discussion of moving the bus loading/unloading to the front of the building. A parent asked why Caleb Avenue is not used for access during pickup/drop off; others present noted that this has been discussed previously but no decision has been made. Mrs. Harlow said that parents will be part of the conversation about any changes. She also noted that Mr. Ferrara was at Huntington today to talk about storage space. Storage sheds/trailers are not an option. They found some closets in the basement that can be cleaned-out and used for storage.

Angie noted that a neighbor approached her with concerns about the lack of on-street parking near the school during pick-up/drop-off. The issue was acknowledged, but on-street parking is legal on Forest Hill Drive.

Leeann talked about updating the bylaws. We haven't finished this effort yet, so the board will work on that over the summer in anticipation of approval in the fall. We would like to move to one vice-president (the second VP was in charge of "volunteer forms" but we don't do this anymore). This would be the only proposed change in bylaws that has any impact right now.

We are getting ready for the middle school semi-formal, scheduled for June 3. Students in grades 6-8 that meet behavioral requirements are eligible to attend. We could use more volunteers to help that night. Set up will likely occur right after school. We'll confirm the time for the dance. Mrs. Harlow agreed that 7:00-9:00 p.m. is a reasonable timeframe.

Meghan talked briefly about the back-to-school event for next year. We are planning the same sort of event as last year. Parents agreed it was a good event, and Mrs. Harlow indicated that the teachers were positive about it as well. We will need help that evening with grilling, running food inside, crowd control, and setup/clean-up. We do not have a date yet. Ms. Jones said that the calendar for next year has just been released and that teachers will work on Wednesday (August 31), Thursday (September 1), and Tuesday (September 6). Students will start on Wednesday, September 7. There was some discussion about the best date. Ms. Jones suggested that Thursday (Sept 1) would be difficult for teachers that have plans for the long weekend (Labor Day holiday). Mrs. Harlow asked if Tuesday (Sept 6) would be a good option, but parents did not support this option since it is the night before the first day of school and parents would like to be home to get students ready for the next day. We'll continue to discuss with Mrs. Harlow, but we'll go ahead and start purchasing supplies.

A parent suggested a personal safety seminar for next year. She also indicated that she was frustrated that some teachers did not treat her respectfully at the open house last year.

### **Fund requests**

Emily explained the request from 5<sup>th</sup> grade. They wanted to go to Seabreeze, but weren't sure if they would have enough money. Their recent fundraiser at Delta Sonic did not do as well as they had hoped. Therefore, the fund request has been revised to \$256 for one bus to Jamesville Beach. They will fund the other bus and admission out of their own account. They will also be taking a walking field trip to the Palace Theater and have a bounce house party at school. They are not requesting additional money for these items.

Leeann introduced the request for pizza delivery tips. Last October, Mr. Ballenger requested \$120 for tips for pizza delivery. (Peppino's brings four large pizzas to school every Friday for free for students, and also lunches for teachers once a month.) Since this starts in September but the first PTO meeting is in October, we would like to do this request now so the money is in place for the fall. Mr. Ballenger suggested that a secretary should be in charge of the pizza tip money. There are approximately 32 weeks of school, so we propose approving up to \$130 (\$4 per week).

Leeann suggested approving the two fund requests as one vote. No one asked to separate the votes. Jenn moved to approve the two fund requests; Erin seconded the motion. No abstentions, none opposed. Motion passed.

### **New business**

The election was held for new Executive Board members. Ms. Jones distributed ballots. Leeann reviewed the ballot with everyone, noting that the position of President and Treasurer require (according to bylaws) that you have served on the Board previously. Keith and Gia (current vice-presidents) are not running again. Ann Yarka is running for the vice-president position; she introduced herself to those present. Meghan is running for Secretary again, and Miranda McCormick is also running. Emily and Angie are running for co-treasurers again. Miranda introduced herself as a candidate for secretary, and Meghan reviewed her work as the current secretary. Ballots were collected and tallied by Ms. Jones.

Election results for the 2016-2017 Executive Board were as follows:

President: Leeann Wiess

Vice-President: Ann Yarka

Treasurers: Angie Vigliotti-Martinez and Emily Pascale

Secretary: Meghan Vitale

### **Administrative reports**

Mrs. Harlow reported on end of the year events. The last Panther Pride party will be a dance in the gym, for elementary students only, on June 3 (semiformal is that evening for middle school). Specials area teachers will do bounce house party in gym as well, and PTO will serve snow cones, on June 9. School pays for bounce houses out of beverage fund (from water and soda machines). BAM night and science fair night went well. Special area teachers organized magician and art show and book fair. There was a huge turnout. Overall it was successful, but some people suggested the magician could have been better.

Mr. Ballenger is moving over to Salem Hyde for next year. Our new vice-principal will be Dan Evans, who is currently a vice-principal at Fowler. He was invited tonight, but had a conflict.

There was a potential security incident reported by a student on May 11, and a letter was sent home to parents on that day. Confidentiality must be maintained, but Mrs. Harlow was able to provide some details of the event. A 5<sup>th</sup> grade student was in a stall in the boys bathroom and overheard two boys talking about something that was going to happen in the building in the afternoon. The student immediately reported this to his teacher upon returning to class, and the teacher brought him to Mr. Ballenger. Mr. Ballenger called 911 and the police came. The student that reported the conversation

could not identify the other students. Police stayed for several hours and interviewed the student that heard the event. Police and administrators reviewed video tape for the whole morning and did not find evidence of anything related to the incident. A lock-down was put in place and the police stayed for several hours. Mr. Ballenger provided continuous updates until lock-down was fully lifted. No evacuation was necessary. The Superintendent was in contact with building administrators the whole time. A staff meeting was held this afternoon to recap the event with staff. All of the teachers will receive a copy of the emergency response plan, on a card to be kept in the classroom. We've never had an incident like this before. The students and staff practice stay-in-place drills and fire drills, but not lock-down drills. Based on feedback at the staff meeting, lock-down drills will be practiced in the future. Some teachers said that students, especially middle school, didn't seem to take this seriously. Some parents indicated they did not receive the letter from at least one of their students, so a reminder to teachers to distribute such items on that day would be appreciated. Mrs. Harlow noted that it takes a lot of time to get the letter approved and copied to get home. Now that it's spring we also have to do fire drills (there was one today). A parent noted that it was great to get the letter home in a timely manner, and that the level of detail was appropriate. Leeann noted that she was in the building when announcements were made that day, and teachers were asked to make sure that letters got home.

Regents exams are coming up for algebra and living environment. The 4<sup>th</sup> and 8<sup>th</sup> grade science tests are also coming up. Summer school registration is open (online) through May 31. Mrs. Harlow will do a robocall next week. Registration closes so early due to transportation scheduling needs. Summer school consists of academics in the morning, followed by enrichment activities (run by the Boys and Girls Club program) in the afternoon until 3:00. Huntington's summer school is in partnership with Salem Hyde and Webster (elementary only). There should be about 200 students total. Huntington's middle school students go to Lincoln for summer school. Summer school runs July 5 through August 2.

#### **Added agenda items**

No added agenda items.

#### **After school program**

No one in attendance. Program ends next week.

#### **Year end closing**

Leeann thanked everyone for their efforts throughout the year. We hope to see everyone – and some new faces – in the fall!