

Huntington School Parent-Teacher Organization

Meeting Summary

March 10, 2022, 6:30 p.m.

Meeting held on Zoom

Attendees

Board members: Ann Yarka, President; Jennifer Schultz, Vice President; Ramie Miller, Treasurer; Meghan Vitale, Secretary

Administrators: Alison Dupree, Principal

Office of Family Engagement: Holly Keating

I. Welcome

Prior to the start of the meeting, Ann mentioned that there had been a discussion at the recent Eastwood TNT meeting about the 9-11 memorial stone that used to be in the front garden at Huntington. It was moved to a location by the pool door, but a community member asked if it could be placed out front of the school again. Also, the same community member suggested installing benches in front of the school. Ms. Dupree will ask the Facilities Dept about the benches. Otherwise, we would likely need to do a fundraiser to buy benches, or apply in a future year for TNT Special Projects funding.

II. Approval of previous minutes

February 2022 minutes were available on the PTO website. Holly motioned to approve. No objections.

III. Board member reports

Ramie provided the February financial report. We received the first quarter fundraising check from Cracked Bean, for \$114.00. This was credited to the general account. Over \$1,000 income from NJHS popcorn and carnation sales. Outflow for NJHS was for carnations and popcorn supplies. Mr. Wegerski cashed check for key copies, so that was debited from Athletics account. Total account balance as of 2/28/22 was \$26,732.42.

Meghan talked about the Gertrude Hawk sale. Total sold was \$15,714, plus two late orders that just came in. About 70% of sales were catalog (paper orders), and 30% web. This is the highest total sales in recent past, and highest web sales percentage. Delivery is scheduled for March 30 between 9:00 a.m. and 2:00 p.m. Ms. Dupree will notify the custodians. There was a discussion about the best way to distribute product to students. ELA State Assessments will run from March 29 through April 8 – it is all computer based this year, so testing is spread out over the week with only two grades each. If we do distribution on a day that the 7th and 8th grade are not testing, the NJHS students could probably help. Board members will discuss, and will circle-back with Ms. Dupree to schedule. Also discussed the need to notify families, especially those with large orders so that they could plan to pick up that day. PTO will send an email and do Facebook posts. Holly can do a Talking Points message. Also maybe a robocall? Meghan will compile a list of the large orders and share with Holly; Holly can assist with phone calls to

those families. Meghan will also run the final profit numbers by grade level and notify teachers; we need to encourage staff to spend their class account funds this year!

The application for \$700 in TNT Special Projects funding for the mural touch-ups/additional enhancements was approved at the February Eastwood TNT meeting. Meghan will work on ordering the additional materials. She will also check-in with DPW to see when we can replace the traffic posts and the flower pots in the road (probably after April 1, but she will confirm). Hopefully we can get new planters in time for spring planting, and get flowers from the City greenhouse.

Board members have been meeting daily with Ms. Schuster to collect revenues from the Scholastic Book Fair. That continues through Friday, March 11. Scholastic will send an invoice after the sale.

IV. Old business

There was no old (tabled) business.

V. New business

There was no new business.

VI. Discussion

Teacher Appreciation: Discussion of Teacher Appreciation Day continued from February meeting. Ann spoke with Dunkin Donuts on James Steet, and they offered to donate coffee and donuts, we just need to confirm the date with them. Everyone agreed that it would be nice to start the week with this, so Monday, May 2. Ann will confirm with Dunkin. Ann also called Ponchito's to get cost info on their food truck for a lunch. Still waiting for a call back. Ms. Dupree and Ms. Archie talked about scheduling one thing each day for that week. Ms. Dupree noted that there are 145 staff members in the building. Ms. Dupree also noted that one of the parents on SLT said that she knows someone who has a food truck, and she could also reach out. Meghan will circle-back with Forward Point church and see if they have any more information, since they were also considering a food truck. We could still consider pooling funds depending on the cost of a food truck.

End of Year Activities: Ms. Dupree said that we can plan for in person activities at this point. She is starting to think about a semi formal, but probably just for the 8th grade. Considering June 3 as a possible date. Ms. Dupree said there would definitely be a permission slip for the dance, but she would like all 8th graders to be able to attend and will likely charge an admission fee. Holly asked how the semi formal was funded in the past. Meghan indicated that PTO had paid for the DJ, some refreshments, and decorations – she will try to find more details from past years. There was no admission fee in the past, but attendance was limited by administration to students who had met specific behavioral conditions over the period leading up to the event and it included all of middle school (grades 6-8). Ms. Dupree said they are also thinking about an 8th Grade Recognition Night – maybe at Henninger? Not sure on date yet. Meghan asked if there is a date yet for the spring band concert; Ms. Dupree said she is not sure yet. There was some discussion about the contingency days on the calendar – seems likely that we will not get all of those days off, but still waiting for Superintendent to confirm.

Elections: PTO has a letter from past years describing the offices that are open each May – only take nominations for Secretary and Vice President because bylaws require that nominees for Treasurer and President have served on the Board for at least one year prior to their nomination. Pre-COVID we would copy this and distribute to teacher mailboxes to send home with students. Can we make copies again, or have mailed through print shop? After some discussion, it was decided that the letter will be sent through Talking Points, Facebook, and email, and Holly can make copies to place in backpacks for elementary grades only (since we really need elementary parents to join the Board!). Also, nominations should be emailed to Holly. Meghan will update the letter and share with the Board, Ms. Dupree, and Holly.

Meetings: We would like to hold the April 7 and May 12 meetings in person. Ms. Dupree will submit building permits for the library.

Art room: Meghan asked about the middle school art room, which has not been in use for at least a few weeks. Ms. Dupree explained that there was a strong smell of wastewater, and she asked Facilities to inspect it. They believe there is a leaky seal somewhere, but have not been able to isolate it. Middle school art classes were being held in other classrooms. Meghan noted that the art classes were in the computer lab this week, and asked if that is expected to continue and if there is any timeframe for getting back into the art room. Ms. Dupree said that Facilities has not provided a timeline for using the room again because they are still trying to determine the source of the leak, but that the art classes should not be using the computer lab. She will look into it.

VII. Office of Family Engagement report

Holly provided an update from the Office of Family Engagement. On Wednesday, March 16, they will be hosting “ELA night” in preparation for the state assessments. This will be held from 6:00 to 7:30 p.m., with presentations at 6:00 and at 6:45 (repeated). There will be presentations for both elementary and middle school. Families must register to attend. A Talking Points message was already sent with the registration link. Food will be provided (Wegmans subs). Ms. Dupree requested that food be served at the beginning rather than to-go as originally planned. An updated announcement will be sent.

VIII. Administrative report

Ms. Dupree talked more about the ELA State Assessments, which are scheduled for March 29 through April 8. Will be all computer based this year. Ms. Moch is organizing a door decorating contest, although they were informed that fire code requires that only 20% of the door can be covered, so this will be decorating bulletin boards and walls outside classrooms instead.

Meeting adjourned at 7:40 p.m.