

SILVER HILL HORACE MANN CHARTER SCHOOL PTO

Meeting Minutes

Monday, March 13, 2017

6:00 PM

1. Call to Order

- A. 32 PTO Members in attendance
- B. Start time 6:06 PM

2. Principal Notes – Margaret Shepherd

- A. Coffee With The Principal – **Reminder:** Wednesday, March 15, 2017 (weather permitting)
Overview of Social Emotional Learning Curriculum
- B. Comments
 - i. Thanked the group for the large turnout
 - ii. Positive changes to the PTO on the horizon (Bylaws, Non Profit Tax Status)
 - iii. Charter renewal process – Parent Engagement is crucial
 - iv. Board of Trustees will support PTO in any way possible

3. Guest Speakers

- A. Leslye Zylkuski – Librarian
Fund Request: New cushions for window seating
\$112 for Material, \$10/hr labor – approximately \$220
Vote of hands of Attending members were in favor of approving the request
- B. Devan Ferreira & Helen Zbitnoff – Silver Hill Foundation
 - i. Description of the purpose of the Foundation – Raise funds for Operating Expenses for Silver Hill which the City of Haverhill does not provide
 - ii. They are a Non-Profit Organization – 501(c)(3) Tax Status
 - iii. Fall Appeal (Blue Flyer that went home) – Home Care Specialists (HSC) matches up to \$5,000 dollar for dollar and they are almost there
 - iv. Haverhill Education Coalition Forum – Hunking School on April 26, 2017 from 7:00 PM – 8:15 PM
Open to the public for discussing strategic plans and where Haverhill is going (Flyer expected soon)
 - v. If you are interested in joining the Foundation contact either Devan or Helen

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4. Treasurer's Report

- A. Cash Balance is \$29,716.86
- B. Sweetheart & VIP Dances – New event which had a great school response - +\$3,557.63 raised (after costs)
- C. Budget Talk - Discussion of raising funds in a timely manner vs. several events at once (i.e. November - December) which creates “fundraiser burnout” on families

5. Upcoming Events – Reminders

- A. UNOs Night – Wednesday, March 29, 2017 – Foundation will receive proceeds, and then provide funds to PTO via check for deposit. This is a temporary situation until PTO achieves 501(c)(3) Tax Status.
- B. Manchester Monarchs – Sunday, April 2, 2017 3:00 PM
- C. Kindergarten Open House – Wednesday, April 12, 2017 5:30 PM (Volunteers Needed)

6. Fundraising

- A. New Ideas
 - i. Meadow Farms replacement – Yankee Candle (not final, just an idea)
 - ii. Carnival Night - Using the phrase “Community Event” as opposed to “Fundraiser”
 - iii. Field Day – Proposal on the floor for moving the event from Consentino Field to Bradford Swim Club. Attending member vote of hands showed in favor of no change being made, but opened the idea to a possible 5th Grade event for 2017-2018 school year.
 - iv. Earth Day – Taking volunteers for chairperson to oversee the event (end of April)
 - v. Larger Fundraising Projects & Community Outreach – Reaching out to larger companies and corporations for large scale projects such as playground renovations and new technology
 - vi. Attending members decided a Fundraising Committee will be established to work on individual projects or events. They will work as teams, and request volunteers for each project or event.

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7. Bylaws

- A. Comments, edits, and revisions of current draft created by the Bylaw Committee
- B. Attending members agree to use the Barnstable Horace Mann Charter School's PTO Bylaws for framework to create the Silver Hill PTO Bylaws.
- C. Once revised, Bylaw Committee will repost for PTO Member review.
- D. Hope to achieve final draft prior to the next PTO Meeting on April 10, 2017. Draft will be discussed at the beginning of the April meeting. If no further revisions are necessary, Attending members will vote on ratifying at that time.
- E. Final copies will be made available to all families, including Spanish translations

8. Meeting Adjourned – End time 8:27 PM

PTO Members in Attendance:

Andrea	Barman	Becca	Marley
Evan	Barman	Dave	Marley
Katie	Belfiore	Sarah	Masys
Mandie	Bentley	Jason	Morin
Toni	Cavallini	Kristina	Morowski
Paul	Corriveau	Sondra	Murphy
Jessica	Elwell	Stephanie	Powell
Jonathan	Elwell	Erin	Sadek
Devan	Ferreira	Sara	Sanchez
Stacey	Foster	Margaret	Shepherd
Michele	Garand	Lisa	Snyder
Sean	Heusser	Amy	Sullivan
Kerry	Heusser	Jenn	Tremblay
Nicole	Kardos	Bridget	Webster
Kim	Lawson	Helen	Zbitnoff
Allison	Lenihan	Leslye	Zylkuski