

## LBH PTA Meeting Minutes 11/16/16

### Principal's report

#### Upcoming Events

- 11/18/16- Grade 4 field trip at Mashantucket Pequot Museum & Research Center
- 11/21/16- Grades 1 & 2 will have a Thanksgiving Feast. Leading up to this event, students have learn about pilgrims and Native Americans. On the day of the event, students will have Thanksgiving activities in the morning. In the afternoon, students will gather for the feast (popcorn & juice). 1<sup>st</sup> graders will perform a Native American dance & 2<sup>nd</sup> graders will recite a poem.
- 11/23/16-11/27/16- The school will be closed for Thanksgiving recess.

#### Long Range Plan

- Teachers and parents are collaborating to create a districtwide, long range plan.
- Consultant Jonathan Costa has been hired to assist with this process.
- The plan will outline a 5 year vision and should be completed in January. When the plan is complete, it will be presented to the PTA.
- All LBH parents received a survey today. Survey data will be used to shape the long range plan.

#### Elementary School Building Project

- BOE is developing a proposal to refurbish all three elementary schools. A BOE committee is evaluating cost of refurbishing all schools.
- The proposed refurbishment budget is likely to go to referendum by late winter & early spring.
- Help will be needed to educate the community about these costs.

#### Redistricting

- The BOE may redistrict the areas each elementary schools serves as early as 2017/2018 school year. BOE will form a committee to explore possibility.
- The current student population is unevenly distributed among the three elementary schools.
- If the current redistricting plan is implemented, approximately 100 students would transfer from Flanders to Lillie B Haynes and 100 Lillie B Haynes students would transfer to Niantic Center. The approximate enrollment at each school would be:
  - FLS 294
  - LBH 271
  - NCS 270
- Class sizes would remain the same.
- Creative & Integrated Preschool & LEARN will remain at LBH.
- The BOE is looking for parents interested in being on a Redistricting Committee. The committee will be a short term commitment. Interested parents should contact Principal DeLoreto.
- Redistricting will help with equity in the classroom. Some school classrooms are overcrowded while other schools have smaller schools. NCS has room to accommodate extra students. Many classrooms are not in use.
- School map distributed and is available on BOE website.

## Possible LBH Renovations in Academic Year 2017/2018

- Improve air quality (ventilation and air conditioning, upgrade heating system)
- Refurbish bathrooms
- Gutting old gym/take out lockers. Old gym would be for community.
- Redesign front entrance so guest would enter through office.
- Upgrade electrical system
- Renovation costs have not yet been approved

## Infinite Campus

- Infinite Campus is the new student information system.
- It has a parent portal that will be released to elementary school parents soon. Parents can use the system to review student's demographic information, report cards (a paper copy will also be sent home), and absences/tardiness. As children progress to middle school more information will be included (assignments, grades on quizzes, etc). Handout present and proposed numbers.

## Community Comment

- **Halloween Parade:**
  - **Feedback:** Our three schools have completely different activities. This practice seems unfair. If one school can have an activity another school should also have the same.  
**Principal DeLoreto's Response:** The three elementary schools have operated very independently. The schools are now working together for more consistency. A focus of the BOE Long Range Plan is to create more consistency between the schools.
  - **Feedback:** Concerns expressed that parents weren't given much notice before the event was cancelled. With advanced notice, the PTA could have incorporated some Halloween activities into Fall Fest.  
**Principal DeLoreto's Response:** The Leadership Team did not meet & decide to cancel the Halloween Parade until after the October PTA meeting.
  - **Feedback:** Are there other school activities that are likely to change this year?  
**Principal DeLoreto's Response:** Not likely.

## Treasurer's Report

- PTA has generated a significant surplus.
- The following ideas were discussed for how the surplus could be used:
  - Author Sneed Collard will visit all East Lyme elementary schools. He will be at LBH on March 3<sup>rd</sup>/ Day after the Read Across America Day. He will have separate presentations for grade level groups. The cost is \$1600.
  - Fund having local authors visit the school. Two children's authors live in East Lyme.
  - Purchase a new laminating machine. The current machine is used frequently and very old. Approximate cost: \$2000.
  - Purchase t-shirts for each child to wear on Fun Day. Each grade would have a different color. The High School Print Shop can create the tshirts. Principal DeLoreto will check on whether teachers would want students to wear these shirts. Students will kept their t-shirts and wear them to Fun Day the following year. Estimated cost: \$2000

- Kyle Dine is an allergy specialist. He teaches children about food allergies and helps students to develop empathy towards peers who may have allergies. Both Flanders and Niantic Center have had his presentation. He has received great reviews. Estimated cost: \$1000
- Provide funding for Kristin Rock to purchase books at the Scholastic Warehouse. Concern was raised that the PTA has shopped at the Warehouse previously and the selection was limited. Sarah Jolly-Ballentine noted that Scholastic does have a special program for purchasing books to give away. She will bring information about this program to the next PTA meeting.
- Purchase online quickbooks to aid in PTA account management
- Nature's classroom program
- Committee voted to provide LBH with \$1600 to cover costs associated with Sneed Collard. Vote: All in favor with the exception of 1 abstention
- Discussion on all other new expenditures has been tabled until December PTA meeting
- The budget includes a hardship fund. If teachers know a student who would benefit from this fund, the PTA should be contacted.

### **PTA Bylaws Discussion**

- PTA unanimously approved revised bylaws with the following revisions:
  - No officer may be eligible to serve more than four consecutive terms in the same office unless deemed appropriate by quorum (Article X, Section 4b)

### **Spirit Week**

- Discussion tabled until January meeting

### **Review of Upcoming Events**

- PTA Holiday Collection: The PTA will collect toys, books & undergarments until December 12<sup>th</sup>, 2016. All collected items will be donated to the Child & Family Agency of Southeastern CT
- Elf Shelf: will be on December 9<sup>th</sup>, 2016 from 5-8. During the event, students will have an opportunity to purchase gifts for loved ones. All gifts will be \$1.50. Free crafts and games will be available. Guests will have an opportunity to purchase pizza and snacks.
- 4<sup>th</sup> Grade Activity Coordination: Currently one parent coordinates 4<sup>th</sup> grade activities. This parent collaborates with 4<sup>th</sup> grade teachers to plan class events.

### **PTA Communication Improvement**

- The PTA voted unanimously to appoint Rebecca Stebbins as the Communications Director
- The LBH webpage is being updated. Some changes will include:
  - PTA Board member's names will be removed so this information does not need to be updated.
  - PTA meeting agendas and minutes will be posted on an ongoing basis
- In addition to the digital backpack and LBH Parent Page, the PTA will place meeting reminders in Friday folders

### **Upcoming Meetings**

- December 14<sup>th</sup>, 2016
- January 11<sup>th</sup>, 2017

- February 8<sup>th</sup>, 2017
- March 8<sup>th</sup>, 2017
- April 5<sup>th</sup>, 2017
- May 10<sup>th</sup>, 2017
- June 7<sup>th</sup>, 2017