

GRANBY PTO MEETING MINUTES

Thursday, May 20, 2010, 6:00 pm – 7:30 pm

West Street School Library

Meeting facilitator: Cheryl Fernandes

Minutes recorded by: Natalie Lacoste

Childcare Providers: Kiley and Brooklyn Baran

In attendance: Natalie Lacoste, Lora Os, Cheryl Fernandes, Pat Correira, Karen Godard, Beth Paré, Karen Misiaszek, Lynn Mercier, Katie Moriarty, Andrea Kennedy, Kim Kicza

GUEST SPEAKER:

* Pat Correira, Field Director for Massachusetts Association of School Committees (MASC) attended the meeting to inform those present of MASC's role in searching for a superintendent as Superintendent Pat Stevens will be retiring effective January 1, 2011. Pat C. informed the group that there is a link on the school's website titled "Superintendent Search Survey" which is an anonymous survey consisting of 5 questions, 2 of which allow comments to be made. Currently Pat C. has met with different focus groups in the community. Her main purpose for attending the meeting tonight was to give us a timeline for the search. At this time in Massachusetts, there are currently 50+ openings for superintendents across the State. Quite often, a candidate may apply for several of these opportunities at a time. The Granby position has generated a lot of interest, as according to Pat C., "Granby is a desirable location/district." Although the position has not yet been advertised, there is a posting on MASC's website that the position will be available for applying in the near future. She said that just the posting has generated a lot of interest. The proposed timeline is as follows:

- The School Committee will begin to create a Screening Committee which will be comprised of parents, administrators, and teachers. The Screening Committee will hold interviews, most likely in executive session. Since MASC is conducting the search, the Screening Committee only needs to interview those applicants that MASC recommends. Had the School Committee decided to do the search themselves, they would have had to interview ALL applicants during executive session, which would have been very time-consuming.

- August '10 – Post position during Education Week, which allows more "bang for the buck" in that the publication the posting will be in is highly regarded and sought not only throughout the country, but globally as well.

- MASC will narrow the applications/resumes to 8 – 12 semifinalists, weeding out underqualified candidates, which will be interviewed by the Screening Committee.
- The Screening Committee will “vet” the initial semifinalists down to 5 finalists. This is expected to happen around October 19, 2010. At this point, there will be site visits both here and at the candidates’ school districts.
- Final interviews will be held November 15 – 17, 2010.
- November 17, 2010 – School Committee votes on finalist to appoint at Granby’s new Superintendent who would be scheduled to begin in January or February, depending on the finalist’s current contract. Pat Stevens has agreed to stay on in a “per diem” fashion as the new Superintendent makes his/her transition.
- The salary range for this position is \$120,000 - \$140,000 per year. A “normal contract” for this position would generally be a 3 year contract, with the School Committee deciding how to renew such contract based on evaluations, with a maximum extension of 6 years (after the first 3 years have been completed).
- Once the finalist has been chosen, the name will be then be made public. Semi-finalist names will not be made public if interviews are held in executive session.
- If anyone has any further questions or comments regarding the search and/or the process, the following is a list of Pat Correira’s contacts:
 - *by email: userpat115@aol.com (home)– please put “Granby Search” in the subject line if contacting Pat by this means
 - *by email: pcorreir@masc.org (office) – again, please use “Granby Search” in the subject line
 - *by cell phone: 413-531-0399

APPROVAL OF MINUTES of April 8, 2010

- * The minutes of the April 8, 2010 meeting were unanimously approved.

BUDGET

*Karen Godard, Treasurer, posted information on PTO's Facebook account, based on 2008 tax returns which have been recently completed to bring PTO up-to-date with the non-profit status and IRS regulations.

In 2008, PTO paid \$17,000 towards program expenses and \$6,000 towards field trips. Total gross receipts for 2008 were \$78,815. The 2008 tax returns were then passed around along with copies of other financial reports which will be kept by the Treasurer.

*Regarding our current status with the IRS as to our non-profit designation, the IRS requested a statement as to why we had not filed the 1023 within 27 months of forming the nonprofit PTO. Karen completed a statement that basically stated that when the group was formed as such, it was not realized that there was a specific process required to do so. Also, the IRS stated that we need to have a Dissolution Clause which states that if the PTO were to disband at anytime, any funds remaining in the account or accounts would need to be transferred to another non-profit group.

* Karen also reported that she currently has a list of unknown deposits and asked that on all deposit slips that it be recorded directly on the slip what the funds are from/for and who is making the deposit, so that if there are any questions, she will know who to contact.

* At this time, for the 2009-2010 school year, PTO has brought in \$69,703.02 and \$64,028.04 has been paid out of that in programming expenses, field trips, etc.

*Andrea Kennedy turned in \$57 for Smencils sold during East Meadow's Open House in April.

*Cheryl Fernandes turned in an undisclosed amount for Smencils sold during West Street's Open House in April.

* Karen also reported that Quikbooks is up and running about 98%.

NOMINATING COMMITTEE:

* The Nominating Committee would like to nominate Karen Misiaszek and Dawn Dearing for the position of Co-Vice Chairpersons. For the

position of Chairperson, Beth Paré was nominated. Currently we are still in need of a Secretary. All open positions are for a two year term. Elections will be held at the June 10th meeting.

OTHER BUSINESS:

* The Coordinator List was distributed for all to review and to decide what events one might want to coordinate for the 2010-2011 school year. This will be discussed further in June and finalized as much as possible.

* Movie Under the Stars – Cheryl Fernandes, coordinator, informed all that the movie choices' flyers, AstroBoy and Planet 51, had been distributed to all the classrooms and she was currently waiting for them to be returned. Sheila DeSellier provided, via email, that as of tonight's meeting we have \$765 in ad sponsorships. This represents 24 sponsors, 6 of which are new for this year. She is currently awaiting a few more to come in. A flyer regarding Family Ad Sponsors went home with students from both schools today.

* SCRIP Program – Kerry Mikalchus provided info via email that we have raised approximately \$1,407.67 as of the end of March 2010.

* Bingo for Books – Cheryl Fernandes and Tammy Rousseau will be coordinating this event at West Street School on Friday, May 21st. Natalie Lacoste arranged for five local Girl Scouts to volunteer as checkers for this free Family Fun Night.

* Teacher Appreciation Luncheon – Tammy Rousseau and Cheryl Fernandes coordinated the luncheons for East Meadow and West Street Schools during the first week of May. The food was ordered from Randalls.

NOTES FROM THE PRINCIPALS:

*Mr. Pietras, East Meadow School, expressed, via email, appreciation for the delicious luncheon provided during Teacher Appreciation Week. He also mentioned that he will be contacting Karen Goddard regarding field trip monies. He also thanked Aimee Varney for coordinating the School Pak orders. The current 3rd graders will be attending orientation at East Meadow on June 10. Field Day for EM students will be held on June 17, with a rain date of June 18. Lastly, as a reminder, next year's Nature Classroom students are currently holding a compost fundraiser.

*Pam McCauley was unable to attend, but provided the following

information for West Street School. West Street will be piloting a new program of having recess before lunch next year. There has been research done that children will eat/drink more after recess, also there are fewer visits to the nurse and the children are more ready to resume learning in the classroom. "We are all excited about trying this next year." Some dates to remember in June are: June 4th last day to order lunch for principles picnic; June 7 is kindergarten water day; June 8 is the volunteer luncheon; June 11 is the end of year preschool pot luck and field day will be held be held June 15 with a rain date of June 16. Thank you to PTO for a wonderful luncheon!

NEXT MEETING

The next and last meeting for this school year will be held on Thursday, June 10, 2010 from 6:00 pm – 7:30 p.m..

ELECTIONS WILL BE HELD AT THIS MEETING. IF ANYONE IS INTERESTED IN THE SECRETARY POSITION, PLEASE CONTACT LORA OS OF THE NOMINATING COMMITTEE.