

## **Pine Hill CSA Meeting**

### **Zoom Meeting**

**October 1, 2020**

Present: Tara Hourihan, Royale Abrams, Rory McGrath, Kristen Susco, Lynn Frigiani, Kaitlin Dunham, Ranjini Dowley, Nikki Miller, Elizabeth Speyer, Julie Vitale, Chinar Dara, Irene Saranteas Bassalee, Meg Siegal, Hannah Ireland, Ranjini Dowley, Molly Cullum, Crista Mahoney, Aimee Cronin, Karen Silver

Absent:

Katie Garvey, Kristen Ab

### **Call To Order**

Meeting began at 7:02pm.

### **President's Report** - Tara Hourihan and Royale Abrams

Teacher stipends were distributed, just over \$10,000, \$250.00 for full time, \$150.00 for specialist and part time teachers, which is consistent with past years.

The mask fundraiser made close to \$300.00, which was a little more than we thought we did. All masks were delivered by today.

Box Top Coordinator, Peter Rovick, put out the call on Nextdoor and in the CSA newsletter last week. Extra money from referral code was \$130. It would be helpful to have reminders in the newsletter periodically. Royale and Tara asked Peter to also look into Amazon Smiles to fundraise.

Custodian Appreciation Day is tomorrow. The CSA usually does something for them, so we will give a \$50 gift card and card to all four custodians.

Spring Auction: Aimee Cronin has volunteered to be one of co-chairs, still looking for another auction co-chair. Auction discussion was raised later in this meeting and may be replaced with a different fundraiser this year.

According to Dr. Brown, CSA Closet is very organized. Tara said she is allowed in.

### **Vice President's Report** - No Report

### **Principal's Update** - No Report

## Committee Updates

### **Treasurer - Dr. Chinar Dara**

A draft of the budget was sent out today to the board, with some new items included so feedback would be helpful.

Molly explained the history of Fund for Excellence and Auction years: the Fund for Excellence was held on off-years of auction. It was supposed to happen last year, but was derailed by Covid. Both are on the budget as it stands right now. Fund for Excellence uses a mail-out a pledge sheet, and includes other aspects like Pennies for Pine Hill. It's really a pledge drive. The overall auction goal is \$40K, with \$20K to be split between this year and next year. The big question is do we do some kind of drive this year in addition to the auction or in place of the auction? Soliciting for goods might be very challenging this year, and challenging to use activities, etc. Maybe instead try a year-long fundraiser instead, get kids involved in fun ways. Molly and Hannah will address this in their report for Events.

Tara highlighted two adjustments made: New Families budget and Family Friends budget will both likely be increased.

Changes of note in 2020-2021 budget from 2019-2020:

- Decreased Auction
- Increased Box Tops
- Decreased Directories
- Decreased Enrichment

Kaitlin asked about grade breakdown for enrichment budget. Currently it has one third of what each grade spent last year, but this is not an accurate representation of what was allotted last year. We don't usually do a budget by grade but as an overall budget. If we divide by grade, we should look at the grade level budget historically, not based on last year when the enrichment programs didn't run for part of the year. Lynn suggested that we not divide by grade, but instead have one big bucket for the whole school, especially because we are not allowed to bring anyone in the school now. Keep as a general enrichment fund and allot per grade if needed. Decision was made to allot funds to one general bucket for all grades and a separate budget for assemblies.

Royale noted that the budget currently lists "Fall Grants and Spring Grants". Royale suggested that because we usually only award in spring, we should make it just "Grants". Molly noted that not all teachers submitted grants in spring, some submitted in fall. Before Molly's time, they used to have fall and spring grants. Point of clarification: grants are for teachers, in addition to the stipends, and they have to submit a grant application and CSA approves them.

Update on 5K finances: we do not yet have concrete numbers for 5K Run dues and insurance. We did not need insurance this year, but usually we have a few fixed items that are recurring. This year we were able to eliminate some of the line items for this event that we didn't need.

Reimbursement Form: It's easy to use! When you upload receipts, it is better to scan because file size becomes too big if you take a picture.

Chinar picked up 2 checks from Kristin Deibus. Ms. Scobie is taking a year off, so she gave back her CSA stipend.

## **Communications** - Elizabeth Speyer and Aimee Cronin

Squarespace: Communications chairs are switching over to squarespace for the email platform. They have selected the template and need to transfer content soon. We are hoping to launch by the end of October before renewal of other platforms.

Website: the template is image rich, but we need images! We are looking for photos of different events at the school (ASM, Ice Cream Social, Promise Rainbow, Doors, Murals, etc.). It might be helpful to ask Mr. Barry about using some of his artwork, or see if there is another teacher interested in taking photos around the school. There also might be a Google Drive folder or email to look at. Ranjini suggested looking in Constant Contact for photos. Julie has photos from the garden she will share. Julie also brought up that there is a master list of parents who agreed to have their children portrayed in public photos. Sharma would be the person to ask for the list. The form was filled out on Aspen. We could also look for photos on the website and DS Twitter handle.

Facebook: Communications will try to include more information from the newsletter and keep it up to date to assist in keeping families well-informed.

## **Enrichment** - Lynn Frigiani and Kaitlin Dunham

There are typically some grants to apply for during the fall (MA Cultural Council and Sherborn Business Association, plus a few others). We have to have a program in mind and booked to actually apply for the grant. Should we not apply this year? Kelly Hodge might like us to do some programs during ASM. Enrichment will reach out to Dr. Brown and Kelly Hodge to discuss trying to have at least two programs scheduled.

There are online forums to preview acts, and a virtual meeting next week to hear what other schools are doing and what has worked. The committee has not yet heard from any teachers making a request for enrichment funds.

## **Events** - Molly Cullum and Hannah Ireland

Events committee is discussing creative options for this year for social events. Their initial thought was to avoid zoom, and have more virtual things like the 5K.

Social Event Ideas:

- Ice Cream Social: perhaps do this by class on mask break. The CSA has a freezer in the cafeteria we could use to keep popsicles cold.
- Scavenger Hunt around town: something people can do on their own schedules
- Costume Contest

Auction Update:

Hannah and Molly shared that people don't want to be on a zoom auction, and local businesses will be limited in what they can donate, so we would work hard and not make much money with a remote auction. Instead of an auction, we could have a year-long drive (mentioned above) with a school wide goal, and give smaller benchmarks to meet throughout the year. It might be possible to assign specific things to those benchmarks. For example "Donate \$\$ to purchase swings". It might be easier to get behind a pledge drive with tangible things you're donating towards. We will still do free activities that are optional to build community. We could also link it to the outdoor classroom (purchase a bench in one of the gardens, apple trees, magnifying glasses, plaque on the fence, something on the playground, solar panels for outdoor classroom). We have money in the bank that we can dip into if we need to. Someone asked if we can move the auction to next year, but we usually rotate with Dover, so not sure. Meg Siegal suggested we look at the number of families, and set a goal per family (this is what Fund for Excellence does). The goal would be to make it exciting and fresh in light of our new context.

Some other fundraising events:

- Meg Siegal suggested archery tournament with On the Mark Archery (could be in a field, families pay to enter)
- Meg Siegal has a contact with someone who could help run online gaming tournaments for kids to play against each other (Minecraft competition, etc.). Could be a good fundraiser to do in the winter when the weather is bad.

## **Family Friends - Irene Saranteas Bassalee and Ranjini Dowley**

Committee delivered goodie bags to students (Monique, liaison) with masks, dry erase markers, etc. On Tuesday night Family Friends hosted a virtual community chat. Dr. Brown joined, there were some but not many people from the PH/Sherborn community. The call was for past and current family friends, Boston families, and Chickering counterpoints. Tara said she is happy to join next time.

Family Friends is looking for a couple of new families to connect 2 kindergarten children and help build community. They will reach out directly to Mrs. Connery's class, which the 2 Kindergarten students are in, to make the connection with classmates. The committee asked if

they could have a little more money in the budget (\$450-500) to put together goodie bags again around the holidays. The budget is currently \$250.

## **New Families - Nikki Miller and Rory McGrath**

New Families committee sent a welcome letter this week. They are in the process of matching all new families with host PH families. This year there are about 50 total new students K-5; 22 Kindergartners; 28 1-5 graders. There are 5 new students who are remote only. Previously we did family matches with one connection per family, but this year we are trying to match every child with someone in their class. New families could have more than one host family. We are using room parents in Kindergarten to match the new students. We have a list of people who volunteered last year, some CSA board members have already volunteered or been emailed.

New Families committee's role this year will be very light. We will look at the possibility of doing new family welcome basket for families who come in during the school year (PH t-shirt, local businesses donate something, C&L gift certificate, water bottle, key chain, PH bumper sticker, things we buy and have on hand) Tara said we only have M and L t-shirts left in the CSA closet. Possible to use use #weareDS t shirts or grade level t-shirts, but these are expensive to order! We could also have friend notes from the classmate (teachers usually match students up and take charge of this)

Tara asked if anyone would participate in a grade level zoom call with other parents. Newer families need the connection. We could pull in room parents to talk offline with them in a separate social event for kindergarten, as well as do an info session for all new families

## **Volunteers - Katie Garvey**

There is now a room parent for every class.

## **Pine Hill 5K - Karen Silver**

104 people participated in the 5K this year. Karen is in the process of ordering shirts for final tally, and will know next month.

## **School Directory - Molly Cullum and Katie Garvey**

Molly asked board members to weigh in on moving directory to an online platform. Chickering, DSMS and DSHS all moved onto the same platform: **Directory Spot**. It carries roughly the same cost as we've spent on printing (about \$450, up to 500 students, billed for the year, 30-day free trial to play around with it). We would have to upload it for a trial for us to take a look. We can also update it on the fly, which means people can still opt out if they don't want to be in the directory, but can still buy in later in the year. It sounds like a great app/website with many advantages:

- one login per family
- we can decide who has access
- a teacher view and family view

- opportunity to put flyers out
- teacher's info included
- A tab for calendar information.
- Security - login and password, we grant the access, so very secure. They don't advertise, and don't sell your data (Molly will double check this).
- PDF version to print if you want
- Can sort, search, connect

Molly has the current data from Kristen, how do we want to move ahead, seeing no real downside? We would still sell access to raise funds (\$15 in DSMS and DSHS). Kristin Deibus had a few new families/students to add in or opt out. Molly will move forward with CSA members to check it out. Question was raised: could we also have a printed version for a few extra dollars? The platform doesn't print but there is an option to print in pdf. This could be an additional fundraiser.

### **Pine Hill Garden/Veggieville - Julie Dreyfus and Kristen Susco**

Julie emailed teachers to ask what we can do with the outdoor classroom, and made it clear we're not doing edible plants. Julie and Kristen talked with Kindergarten teachers about pumpkin patch and determined they will plant in the spring where tent is currently.

We now have water spigot working again to irrigate

Alexi Antoniadis <https://www.alexiantoniadis.com> will do a tabletop size model of "wishing sculpture" to connect social and emotional learning programs and use PH promise colors. It will be a central part of the garden, and we will be able to see from the parking lot.

DSEF is kicking everything back to the spring, you can choose to reapply, which is what we're doing.

### **New Business - Tara Hourihan**

#### **Next Meeting:**

Board is looking at 9am next month on the 1st Thursday, but unclear whether this fits with the current reality of homeschooling. Need to have a quorum (8) to vote. We could email ahead of time to make sure we have a quorum. Questions to consider: Do we aim for after school hours to get Dr. Brown to join (2:30 or 3:00pm)? Would Wednesday be easier without as many zoom times to manage?

Reminder to vote to open and close the board meetings.

### **Adjournment**

Motion to Adjourn at 8:37pm.