



HILLSIDE ELEMENTARY SCHOOL PARENT TEACHER COUNCIL



Meeting Agenda

Meeting Date: October 4, 2016

7:15 p.m.

- Welcome
- Approve May 2016 PTC Meeting Minutes from prior meeting
- PTC Presidents' Update (Joanna)
 - Dues Drive a huge success – very grateful for participation and support
 - Kleenex & Coffee well received & nice for K parents to connect
 - Back to School Picnic – also great, very well attended & fun
 - Mom's Night out – great turn out, great community building event
 - Coming up: Author in Residence Bill Harley, Literacy Night (Oct. 27), Book Fair (Oct. 27, 28, 31)
 - Halloween Trick or Trot 5k Oct 23
 - Family Fun Night Nov. 18
- Volunteer Needs (Erin)
 - Halloween Trick or Trot volunteers
 - Book Fair – volunteers needed for K-3 classes (email to come from Room Parents)
 - Fundraising Chair
 - UDA Chair
 - 1st grade lunch help – always looking for help, sign up genius link
 - Media center : critical needs:
 - Franks (grade 5)
 - Katz (grade 4)
 - Santaniello (grade 3)
 - Shea (grade 3)
 - Watts (grade 2)
 - Dangelo (grade 1)
 - Miceli (K)

7:40 p.m.. Vote in our New Treasurer, Heidi Wiesel
Budget Update (Heidi)

7:50 p.m. Grant Review
 The Sound of Silence Author visit and workshop for Grade 4
 BIOMES Aquarium Program for Kindergarten
 Equipment for Classroom Use for all grades

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PARENT TEACHER COUNCIL**



- 8:00 p.m. Principal's Update – Michael Kascak
- 8:15 p.m. Presentation of Override by Aaron Pressman, School Committee Member and
Robin Gamrath-Schauman and Paul Murray – Override Committee Chairs
- 8:45 p.m. NEF presentation (Seema)
- 8:50 p.m. CAP presentation
- 9:00 p.m. Adjourn

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HILLSIDE ELEMENTARY SCHOOL PTC

Meeting Minutes of January 25, 2017

The meeting came to order at 8:45 am

Board Members Present: Joanna Herrera, Erin Apstein, and Lesly Murray

The meeting minutes from December 2016 were approved.

- Welcome
- PTC Presidents' Update
 - Winter Parent Social – huge success, numbers still being totaled but we believe the event raised at least \$6,000 for the PTC. Auction items were a huge hit!
 - Meet Up & Skate – well attended and lots of fun
 - Coming up: Bertucci's fundraiser (Jan 24 & 26), Bingo Night (Feb. 3), Launch Fundraiser (Feb. 14 ERD)
 - Used Book Sale (March 7-8)
 - Hillside v. Eliot Basketball Game (March 17)
- Volunteer Needs
 - Bingo Night – SUG
 - Yearbook – tutorial on how to upload pics – we need your pictures!!!
 - Basketball players for the Hillside Eliot basketball game
 - Talent Show – volunteers needed to make the night a success. SUG coming
 - First grade lunch duty – parents always needed to help
 - Media center : critical needs:
 - Cohen (AM)
 - Katz (grade 4)
 - Watts (grade 2)
 - Miceli (AM & PM)

Budget Update (Erin)

- Bingo Night – numbers finalized ended up positive \$369.00 (community event geared to break even so this was a success)
- Winter Social – Heidi is in the process of finalizing final numbers as she received reimbursement receipts but estimated that the social netted \$8,073 this year. This was above what we expected to raise.

Grant Review (Jessica Young & Robin Gamrath Schauman)

- Approved grant for Christina Tarantino for all classes and grades, Reading A to Z in the amount of \$109.95.
- Approved grant for George Goneconto for second grade classrooms, 24 noise cancelling headphones (due to large size of second grade classes) in the amount of \$359.52.

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- Approved Chanit List and Erin Vacaro's grant for fidget tools in the amount of \$142.00.
- Conditionally approved Erin Vacaro's grant for noise cancelling headphone to be available for all grades; Erin Vacaro to update and resubmit grant application with number of noise cancelling headphones needed after looking at it from a whole school perspective. Board may vote to approve specific numbers and PTC voted to approve the grant subject to determining the appropriate number to order.

Principal's Update – Michael Kascak

- Safety Issues and traffic outside the school. Some parents are letting kids out of their cars while they are in the drive up line and then pulling out of the line. This is extremely dangerous. Please seek better alternatives.
 - Some drivers are unsafe at the crossing guard post on West St. They are being rude to the crossing guard and not following the instruction to turn right out of Glen Gary. If this continues to be a problem, we will explore turning this into a permanent right turn only.
 - Please tell students to relay this information to their parents and caregivers.
 - Mr. K. intends to send a list serve note out to all parents covering this safety issue.
- Mr. K. discussed a visit to Washington where a group met with Joe Kennedy. A lot of information was shared and discussed related to public education. The future implementation of the Every Student Succeeds Act is at stake. There will be a future PTC meeting held to discuss these topics.

Speaker: Jon Mattleman – Jon covered many relevant topics that our youth are faced with including social media, pressures around academics, suicide rates, etc.

Adjourn

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HILLSIDE ELEMENTARY SCHOOL PTC

Meeting Minutes of March 7, 2017

The meeting came to order at 7:15 PM

Board Members Present: Joanna Herrera, Erin Apstein, Heidi Wiesel and Debra Feldman

The meeting minutes from January 2017 were approved.

- Welcome
- PTC Presidents' Update-Joanna
 - Bingo Night was a very successful event
 - We have had our first fundraiser at Launch Trampoline Park
 - Used Book Sale is March 7-8, all proceeds go to PTC
 - Barre 3 night is April 6th
 - Talent Show is April 7th
 - Festival of Cultures is coming on May 19th at 6:30
- Volunteer Needs-Erin
 - Yearbook – The yearbook is look for help about ½ hour at night-to help click and drag pictures
 - Basketball players for the Hillside Eliot basketball game
 - Talent Show – volunteers needed to make the night a success
 - First grade lunch duty – parents always needed to help
 - May 4th Staff Luncheon
 - Festival of Cultures

Budget Update (Heidi)

- Winter Social – Heidi reported that the social netted 7900 this year. This was above what we expected to raise.
- Money to be allotted for new playground equipment

Grant Review (Joanna)

Approved a grant for Maria DiCicco amount of 173.87 for grades K-5 for a green screen kit.
Comes with ipad stands

Principal's Update – Michael Kascak, Chanit List, Officer O'Leary, Margaret Petrovich
Mr. K discussed topics related to the effects of screen devices on kids in the town and at Hillside. It was reinforced that sometimes device use can be life threatening if not used properly. Office O'Leary gave examples of ways that devices can be harmful and reminded us of stranger danger through media.

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Recommended to take phones out of bedrooms. Rules also around video chatting and use of pictures. Discussions took place around Instagram and other Apps. It was recommended to use a cell phone contract.

Hand Out distributed-Safety and Social Media Discussion and The Emotional and Hidden Consequences of the Internet by Jon Mattleman, Director of Needham Youth Services

The meeting was Adjourned at 8:30 PM

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HILLSIDE ELEMENTARY SCHOOL PTC

Meeting Minutes of April 26, 2017

The meeting came to order at 8:50 am

Board Members Present: Joanna Herrera, Erin Apstein, Lesly Murray

The meeting minutes from March 2017 were approved.

- Welcome
- **PTC's President's Update:**
 - Used Book Sale - \$600+ made on sale. Donations also to the media center and Cradles to Crayons.
 - Hillside vs. Eliot Basketball Game – Great attendance. \$4,100 made in total which is divided in half between the two schools. Hillside made \$2,000+
 - Barre3 night - \$400 made
 - Talent Show – sold out, very successful event.
 - Staff Appreciation Lunch – May 4th – donations requested
 - Festival of Cultures – May 21st. 2nd annual. Fun event.
 - Calendar Raffle items needed – please consider a neighborhood donation; ex. Gift cards.
 - Last PTC meeting with Superintendent Dan Gutekanst – Tuesday, May 23rd. We encourage you to attend. He will be holding a Q&A session.
- **Volunteer Needs**
 - Staff Appreciation Lunch – May 4th sign up genius is full but we still need supervisors on the playground while the teachers are at the luncheon. Cash donations are also welcome. We are trying to offset the cost of a burrito truck.
 - Festival of Cultures – May 21st. Approximately 10 countries will be represented. We could use more.
 - Spring Carnival – June 11th, 12-4 pm. Need lots of volunteers. This is a community event, not a fundraiser for the school.
 - First grade lunch duty – always need help cleaning the cafeteria.
- **Open Position for 2017-2018**
 - PTC (Co-)Secretary: Lesly Murray and Deb Feldman are stepping down as co-chairs. This could be done by one person. Duties include attending PTC meetings and producing minutes that get posted to the PTC website.
 - Yearbook – no one has volunteered yet. In risk of not having a yearbook if this position isn't filled.
 - Talent Show (**Filled**) – Lesly Murray and Deb Feldman are stepping down. The new co-chairs are April Crawford and Lauren Schneider.

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- UDA – this position has been vacant since last year. It's a great program. Need availability during the day to run the program. Would be great for grandparents, aunt, uncle of a student).
 - Media center – includes setting up the sign up genius for the year (time consuming in August/September and then becomes more flexible)
 - SEPAC Representative – monthly meetings with other school reps and the SEPAC committee.
 - Thank You Committee – 1 or 2 5th grade parent volunteers to organize 5th graders who write thank you notes for donations to the school (Volante Farms, Barre3, etc.) Notes are written during 5th grade lunch time.
 - Walk/Bike to School – Michelle Hoffmeister is leaving. Need someone who can take over coordination of the event and be at school in the morning.
 - Box Top Coordinator (**Filled**) – Joyce McCafferty will be the chair.
 - Grants Committee – individual can train with Jessica Young
- **Vote for PTC Co-President** (filling Joanna's position) – Meg Rosenbaum was voted in as new co-president. Mom of 4 kids. She currently has two children at Hillside and two at home. Meg chaired the parent social event. She developed and implemented the lawn sign program and she was part of the Greene's Field Committee.
 - **School Council positions** – Mr. K. suggested that both individuals running for school council could be members. Sarah Burns and Venessa Jones are the new members.

Budget Update (Erin)

- Yearbook – finalizing numbers
- Talent Show – finalizing numbers
- Basketball Game - \$2,044
- Used Book Sale - \$652
- Box Tops - \$1,560
- Spring Carnival breakeven – not a fundraiser
- Calendar Raffle is a very big fundraiser

Grant Review - no grants presented

Principal's Update – Michael Kascak

- **MCAS** - Chanit List coordinated MCAS. It was the first year for online testing. Aside from one minor glitch everything went very smoothly. Hillside made Level One last year. ELA wraps up this week. Math will begin next week. The test has been shortened to 2 sections instead of 3. All students are using Chrome books to take the MCAS.
- **Building Update** – break ground next September. Meeting about the playground coming up with the PTC Co-Presidents.
 - Three school names under review. Could be a geographical location or person (living or deceased)
 - Leslie Cutler – 1st state senator from Needham.
 - Sunita Williams – astronaut who went to Hillside

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- Hillside at Owen Farm - since the current Hillside School will still be used, this name could be confusing.
- 60 people submitted letters to the School Committee with their recommendations on what the name should be.
- The naming committee will be meeting today at 4 pm to make a decision on the name.
- **Trip to Beijing China** over April break. Families from Pollard, High Rock and Hillside, 3rd through 8th graders. 7 students and 9 parents. Mr. Franks joined Mr. K. and the Hillside families on the trip. Mr. K. taught at the school there. Hope to run this trip again next year. Mr. K. shared some pictures of the Hillside group on the trip.

Adjourn

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HILLSIDE ELEMENTARY SCHOOL PTC

Meeting Minutes of May 23, 2017

The meeting came to order at 7:20 pm

Board attendance included: Joanna Herrera, Erin Apstein, Heidi Wiesel, Lesly Murray

Approved April 2017 PTC Meeting Minutes

PTC Presidents' Update (Joanna)

- Staff Appreciation Lunch (May 4) – huge success, so many generous donations and wonderful volunteers. Parents purchased items for teacher's lounge (toaster & Keurig coffee maker).
- Festival of Cultures (May 19) – such a great night, 16 countries represented, wonderful performances
- Hillside Goes to the Red Sox – tomorrow night!!
- Calendar Raffle items still being accepted - Raffle is coming up: held the week of June 5-9, ending at the Spring Carnival – every family gets one free ticket for the raffle.
- Hillside Day/School wide Popsicle Party May 26th hosted by PTC
- 5th grade: Field Day June 13th and End of Year Party June 20th – please use sign up genius to volunteer.
- Spring Carnival June 11th – open to the public. There will be rides and food

Volunteer Needs (Erin)

- Spring Carnival – SUG – we need volunteers for ticket sales, cake walk, games etc.
- Fifth grade – Field Day SUG and End of Year Party SUG coming soon
- First grade lunch duty
- Open Positions for 2017-18:
 - Yearbook – we need a 5th grade parent to organize the yearbook effort, including planning, layout, design, sales etc.
 - UDA – we are close to enlisting a chair for the UDA committee
 - SEPAC Representative – need a parent of a child who is on an IEP to act as a liaison, attend SEPAC meetings, inform other parents of happenings, etc.

Enrichment Grants

- Maria DeCicco - \$785.87 – APPROVED
 - Materials to enhance use of tech services which we already have. The enhancements Include: tripod stands for ipods, speakers for tablets, microphones and 4 document scanners
- 4th Grade Teachers - \$112.04 – APPROVED
 - 4 Hoberman large rainbow spheres. Enables students to be mindful of breathing and stress levels.
- Lynn Doran - \$800.00 – APPROVED
 - \$770 for set of class ukuleles (25 with cases and accessories) for K-5 grades.
 - \$30 for wind screens for microphone use outside

Budget Update (Heidi)

- An off-cycle grant was approved for Owl Pellets for the 5th grade for \$185
- Staff Appreciation luncheon – we asked for cash donations to purchase burritos. We collected more than we needed so the remaining funds were used to purchase a toaster oven and Keurig coffee maker for the teacher's lounge. Any additional funds will be saved for next year's luncheon.

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- Three creative arts expenses. \$530.00
 - Living voices – for the 5th grade
 - Bees for the 1st grade
 - Art Quest Program for the 2nd grade
- Budget items left for the rest of the year include the raffle and the spring carnival
- Mr. K suggested the PTC consider funding for the China program in the future.

Passing the Gavel – Welcome to Meg Rosenbaum - our new PTC Co-President! And thanks to Joanna for your help and guidance during your term!

Principal's Update (Mr. K)

- Thanks to Joanna and Erin for their efforts during the school year. Welcome to Megan!
- New School Naming Process
 - Down to 2 name options:
 - Leslie Cutler: first female selectman in Needham and second female senator in MA
 - Sunita Williams: female Astronaut for NASA. Graduated from Needham High School in 1983
 - The winning name will be decided by the School Committee on June 6th
- Volunteer Breakfast – June 13th. Parent can attend and enjoy a snack. Same day as 5th Grade Field Day.
- Reunion was held for the families that were part of the trip to China. Included students from 3rd-8th grade from Hillside, High Rock and Pollard. The trip was a great bonding experience for the students and a learning experience for the parents. Next year a different principal may take part in the trip. Cost was a factor this year so there will be an effort to reduce the cost in the future.

Superintendent Dan Gutekanst, guest speaker

- New school – we will still be the Hornets and the mural will be moved to the new school.
 - Groundbreaking will be in late fall 2017.
 - Next steps: finishing design. Teachers will meet this week to discuss interior of classrooms, colors, furniture, etc.
 - Existing Hillside school will still be used. Possible that Mitchell or Newman may need space for full time Kindergarten. The school Administration Bldg will be undergoing renovations so they need a space to move into, as well as the Police and Fire Dept. during the renovation of the station (if it's approved with an override in April 2018).

Meeting Adjourned at 8:37 pm

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