

MINUTES

ECS PCO Steering Committee Minutes

June 6, 2019

In Attendance

Maggie Broderick, Erika Bruce, Jill Farrington, Marla Ferrency, Paulina Huang, Beth Jones, Michelle Landau, Shaun Myers, Stephanie Nelson, Lauren Thompson

Announcements re: shirts and communication

Shirts: Need to pick colors for next year (at least three). Should we include Hawks shirts again? Lauren will reach out to Aaron Coleman to let him know we will not, so that he can reinstate fundraiser if he wants to. We decided on the cheaper, light blue water bottles to sell next year. Will order bulk and sell from our inventory. Michelle and Marla will work on shirt color choices and plan for sales.

Communications: Shaunna Machosky will be stepping in as chair of communications (and hopefully Communications Coordinator), and will be issuing a weekly or bimonthly newsletter (hopefully via constant contact) to all families to replace room parent emails. She can help us implement 'Slack', a non-public chat forum, if we'd like.

Budget Review

Jill proposed setting the Edible Schoolyard up as a separate fund this year, but we ultimately decided to include this in the new line item for specialists in the budget. She also proposed adding a \$75 Teacher Classroom Fund to help cover the costs of classroom supplies that the teachers ask for (tissues, sanitizer, etc), \$300 towards the Community Service Day, and taking over the yearbook from the school.

Michelle proposed to take away \$2000 from the proposed increase to Mini-Grant funds, since we haven't used the full amount in the past, to bring the total from \$12,000 to \$10,000 (up from \$9,000 this year).

Beth anticipates raising at least \$15,000 through the Blooming Bash next year.

This brought the budget up to \$5000 in the black. This was unanimously approved by vote.

Lauren will research getting the teachers involved in a back-to-school sale for discount shopping

Kennywood discounted or free tickets will be offered next year—we will revisit again in January meeting to work out the specifics.

PCO is allotted one free event per school building using the school grounds per month.

Fundraising

Beth proposed a detailed list of previous and new events for the year, with a total projected fundraising goal of \$30,000. This will include the Blooming Bash (date TBD but hopefully March 21st). To note: all new fund-raising ideas must be approved through Michelle Resnick at the HO. A more detailed list of fundraisers and their individual projected amounts will be presented at the beginning of next year. Some new ideas included an ice cream social through Fudge Farm (we get 50% of sales) during the Meet & Greet on 8/19, Scrips (Jill warned it is very labor-intensive), sell pizza at events as part of the bake sale as an alternative to the long lines at food trucks, hoagie sale on Halloween and possibly recital nights, and Frisbee Golf outing for adults.

By-Laws

The main proposed changes were presented by Marla and Shaun. The key changes were to increase the number of steering committee seats to 15, to increase the number of vice-chairs to 3 (one representing each physical school building), officers

will be elected by the steering committee by majority vote at the final business meeting of the year (excepting this year, where we will vote in September), one member of the steering committee will be elected to serve as the PCO representative on the ECS board of trustees as an ex officio member with the right to participate but not vote, for a term of 1 year with the option to serve longer, up to 3 steering committee seats must be vacated by the final business meeting. There was some support of creating term limits to officer positions of 1-year except treasurer (3-yrs), but this was not the majority due to the concern of having enough enrollment. Each steering committee member will hold one or more Coordinator positions. All PCO chairs fall under one of these Coordinator. This is to facilitate communication between the volunteers and the steering committee. Jill pointed out that we need a Facilities Coordinator to keep in contact with the ECS Facilities Director.

These changes were voted upon, 9 yay's, one abstained.

Facebook Resolution

We reviewed a proposed announcement to go out on the Monday Blast, website and new newsfeed about the termination of the current ECS PCO FB page. Will instate a transportation communications page, especially in light of the new busing issue. The FB page will shut down no later than 6/17, the announcement will go out no later than 6/14. Of the current moderators of the facebook page, Beth Lott will continue to moderate the new newsfeed page, along with Marla and Shaunna. We voted on the resolution below; vote was unanimous.

Resolution:

The ECS PCO group page on Facebook will be shut down effective June 17, 2018. As soon as possible, but no later than Friday, June 14, parents will be notified of this change and encouraged to start their own closed Facebook groups for sharing information at the grade or classroom level, or for exchanges of information regarding bus routes, etc. These groups will not be facilitated by or officially affiliated with ECS or PCO.

PCO will recruit a parent volunteer administrator to set up and maintain a newsfeed organizational ECS PCO page.

Survey Results

Shaun consolidated the parent survey results, was discussed to go out in mail boxes but decided too wasteful. Will be offered a link on the website and Monday Blast instead. Also, need to consolidate teacher survey results.

Calendar of Events for Next Year

Did not get to this, but dates need to be decided by mid-summer to get into the calendar, need to get dates form HO as well. Marla announced that Brian Wolfe indicated that we can't put any events on the calendar until school starts. She will follow up, because that will impact the publication of the wall calendar.

PCO Role in Half Days

Did not get to this topic.

Next Meeting

Need to discuss a meeting date via email.