

January 5th, 2023

7:00-9:19

- Introductions- Beth Bond, Kyle Burns, Laura Williamson, Mack Louh, Shelley Sartini, Amy Laliberte, Rick Lee, John Campbell (Principal for BMS) all present. Shannon Hohengasser via phone.
- Principal Update- MCAS report from last spring is complete. Literacy goal- 90% of 3rd graders meet or exceed on the ELA MCAS. Focus on learning to read, not just the love of reading. Needs to be explicitly taught for 60% of students.
 - Need to hire lots of administration positions.
 - John wants to develop a plan/process to spend money so that we are all on the same page.
- Busses- need something to count on.
- Cultural Events Update- Arabica: Arab dance and Arab music, and traditional dancing.
- Enrichment Program Update- all programs so far have been very successful. The Winter Carnival was a success. In January we have multiple sessions. February- Hands on Nature, looking for Spring Ideas.. Lots of parent volunteers. Small profit from Enrichment Programs.
- Website Improvement Update- Liz and Kyle working on it. They are meeting Monday to set up information. Goal is to be live on the new website by the end of January. Calendar will be helpful for Enrichment Program dates. Need to have other members to be able to use the website.
- Teacher Communication and outreach effort- Staff meeting on January 23rd- message to teachers is that we want ideas and ways to help them. We are working together. We are working to get more parents involved.
 - Parents are being trained by Mrs. Elkelman and coming in to help shelve books.
 - Thinking of a plan for the garden or just take out and put grass.
- IRS Update- We filed appropriate forms for nonprofit status. Waiting on approval- we should know by March. We will then have to do the correct forms for back taxes. Hopefully we will have nonprofit status by March so we can file as a non-profit.
 - Refined and now in good standing with the state of Massachusetts. We have the original articles of the organization. New bylaws, duties to file taxes by president and treasure. Need the process in place to live by the bylaws so that leadership transition can happen smoothly.
- By-Law discussion- Enrichment Program coordinator is able to authorize up to a \$250 contract and payments; any more than that we vote on it. Motion passed on by-laws. They will be posted on the new Website and promoted.
- Code of conduct- motion passed to accept. All current officers will sign it.
- School Wide Enrichment- Hands on Nature in the works, Discovery Museum of Acton- waiting on dates.
- Proposals for community ideas:
 - Whale Mobile
- Scoreboard Discussion- run on app, gym teacher can use it, easy to use.

Process needs to be done. Everyone needs all the information. We need to go through the school committee. Building belongs to the town, so we need to go through steps/ protocol. Pros and cons for scoreboard discussion. Look at the budget for the years ahead and then decide what percentage can we use for the Scoreboard. Link putting \$7500 towards the scoreboard was motioned and approved.

- Playground Improvement ideas- kit with supplies that can be reused, just need volunteers to paint.
- Treasure update: Any teachers need sets of books? Ideas? Ask Mrs. Woodward and Mrs. Elkelman.
- Vote on gift \$50 gift card for DJ daughter that helped with the dance. Shifts of supervision for the next dance. Everyone is invited to the Winter Family Formal. Dress up- parents dress up. Photo booth- professional. Budget? Discuss via email, so we can make it happen in March.
- Family Paint Night
- Babysitting for Parent/Teacher night?
 - Need to set up Zoom for the next meeting on Thursday February 2nd at 7:00 PM at Berlin Memorial School Library and on Zoom.