

Stowe Community Group Meeting Minutes
September 18, 2017
Harriet Beecher Stowe Elementary School

Call to Order 6:30pm

~22 in attendance

Heather Blanchard (Principal), Holly Greene (Fifth grade teacher) in attendance

1. **Call to Order/Welcome:** *Becky Wilkoff*
 - Veteran SCG members are excited for new help as they leave HBS and pass on many of these roles.
 - Still a great need for the co-chair role. The role is management and meetings including monthly meetings, email, support of reserving spaces and Constant Contact newsletters.
 - Discussion to edit bylaws for co-chair role to be a range of 1 to 3 years. Ideal would be 2 year terms with staggered start and end years, so there is always one new and one returning co-chair.
2. **Principal's Report:** *Heather Blanchard*
 - There were 50 new enrollments over the summer and first weeks of school Current population is 655 students.
 - There has been a successful start including assemblies, meetings, and fire drills.
 - Our last school day of the year is projected for students on June 14 (with no snow days).
 - The focus as a principal this year will be on building trust with students, staff, and families before any major adjustments in future years.
 - Principal has requested SCG event dates for staff in order to support attendance of staff members to SCG meetings and events.
3. **Co-Chair Report:** *Amy Hamilton (Outgoing), Open Positions (Incoming)*

Thank you to our current volunteers! We could not do any of this without you!
4. **Secretary Report:** *Becky Wilkoff (Outgoing), Kathleen Funderburk (Incoming)*

June minutes approved as written.
5. **Treasurer Report:** *Erinn Rossignol (Outgoing), Dave Robertson (Incoming)*
 - New treasurer needs all committees' financial requests as well as projected income for this year in order to support expenses and expedite the funding process. Have numbers to Dave or Becky by October 6th.
 - Last year's Year End budget is likely to be available from the BSD central office around November.
6. **All Elementary School Craft Fair Proposal:** Meg Davis & Becky Kirker, AESCF Co-Chairs
 - The new craft fair co-chairs have created a budget by line item to support preapproval of funding requests.
 - This year's AESCF budget is similar to last year – funding request for projected expenses of \$3,250 via Brunswick's District Amazon Visa card - approved.
 - The use of high school volunteers via Rick Wilson at BHS will hopefully provide assistance with set up/clean up this year and support their credit hours.
 - Coordinating volunteer request with CFC's Harvest Festival volunteer request.
 - Craft Fair is November 4 from 9am to 3pm.
7. **5th Grade Field Trip Update and Request:** Lou Sullivan & Holly Greene, 5th Grade Teachers
 - Field trips this year:
 - Plymouth on October 25-27 (next year this will be replaced by the Boston Freedom Trail.)
 - The Challenger Center in March. Each child is requested to donate \$15 or more to support the field trip in conjunction with SCG donations.
 - October 14 is the fifth grade car wash fundraiser that coincides with the public flu shot clinic. Sign up to volunteer and support this event will be coming soon.
8. **Committee Reports:**

SCG Leaders for 2017-2018:

Co-Chairs - OPEN
Treasurer - Dave Robertson
Secretary - Kathleen Funderburk

Fundraising:

- Bobcat 5K - Erinn Rossignol
- Box Tops & Labels for Education - Anne Daniel & Shawn Gerwig- A new App for raising money for Box Tops is available by scanning your receipt. A flyer will go out soon with more details. Deadlines for submitting Box Tops are November 1 and March 1.
Fall Fundraiser - Amanda Similien- The motion to replace the traditional sales fundraiser with an Alternative Fundraiser flyer simply asking for donations in a catchy way was approved. Tentative catalog fundraiser in the spring pending results. Flyers will be sent home soon with more details.
- All Elementary School Craft Fair - Meg Davis & Becky Kirker (See Treasurer Report)
- Hannaford Helps Schools - Kym Shoemaker

Committees: All committees are encouraged to post on the SCG Facebook page with event details. Also please submit to the Treasurer projected financial requests or projected income.

- Community Events: Nichole Eggerling, Meggin Farrell, Amber Gross
 - Upcoming Potluck dates are: Second grade – September 26, third grade – October 4, fourth grade – October 17, and fifth grade – October 24. Flyers will be sent home soon with more details.
- Helping Hands: Terrie Cope -Tuesdays and Thursdays. There may be upcoming changes/editing standards to provide time boundaries of projects for these volunteers.
- Hospitality (Teacher & Staff Appreciation): Diane Howard, Samantha Marini, Keisha Payson, Kym Shoemaker- The upcoming Bus Driver/Crossing Guard Appreciation Breakfast is scheduled on October 19 and hosted by the committee leaders. Coffin students will continue the tradition of creating crafts for the Bus Drivers while SCG students will continue the tradition of Crossing Guard signs/cards.
- Logo Items: Samantha Marini- Open Position- available for anyone interested in taking over this role. Items are sold during profit events after school hours.
- Scholastic Book Fair: Anne Daniel, Meggin Farrell
- Student Directory: Mary Dinsmore
- Sustainability (We Compost It!, CLYNK, Harriet's Haven, etc.): Kim Bolshaw Noetzel, Keisha Payson, Bonnie Gilman- Friday recess has a tradition of gardening. Please encourage children to support composting in the cafeteria. Helpers wanted for second grade lunches, to help teach the kids about the compost, recycling and trash.
- Volunteer Coordinator (Walk/Bike to School Days, misc. volunteer requests): Somer Morgan
- Winter Gear Give & Take: Stacey Jenkins, Jill Ellis, Sarah McPherson

9. No New Business

Next Meeting: Monday, October 16, 2017 at 6:30pm
Meeting adjourned at ~ 8:00pm