

# Tewksbury Memorial High School PAC

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## TMHS PAC Meeting Minutes

November 24, 2014

**Attendees:** Linda Poli, Karyn Gouviea, Linda Rekkbie, Paula Fairweather, Loretta Ryan, Cathy Burgoyne, Erin Asselin

**Introductions and Minutes:** Co-chair Loretta Ryan opened the meeting at 7:02 P.M. October's PAC meeting minutes will be reviewed and approved at the January meeting, as printed copies were not available.

**Principal's Report/Discussion:** Loretta Ryan provided the members the Principal's Report and Principal Vogel joined shortly after beginning

- Enrichment: Thursday, May 14<sup>th</sup> is the date for our enrichment program with Cara Filler (it's after the Junior Prom but before the Senior Prom) and will be school wide.
- Applefest: Student groups table location was discussed/offer to have classes/clubs pay for their table if they want prime spot/meet with advisors ahead of time to detail expectations. Or possibly have student groups volunteer to have a table. More discussion to be had. Clearly define what each group is doing next year, no last minute add-on's/changes.
- Staff Breakfast: Will look to hold in May during teachers week. Breakfast is least disruptive to the day – possibly have it catered? Every other school offers something for the staff. Cater budget could come from teachers requests as we don't receive man.
- "Best Buddies" Massachusetts – 40 kids have signed up already/Brian Aylward and Michelle Dick to be advisors/first meeting coming up soon.
- Jason Stamp is meeting with Loretta on November 12<sup>th</sup> to open a new facebook account for TMHS administration to be able to directly go in and post on our facebook page. – Loretta's meeting with Jason was being rescheduled.
- TMHS had a day where all faculty members wore their Alma Mater shirts showcasing where they went to college/a picture of all staff was taken and will be posted on facebook page. This is just 1 step in the school's goal of hoping to encourage all students to go to college. A banner is going to be mounted displaying all colleges that TMHS student have been accepted to and/or are attending. Principal Vogel added that in the spring hoping to have seniors where college shirts of where they were accepted. Also signs for teachers with college info, name, degree, alma mater and the banner for the school at their rooms. Additionally looking at putting together a roadmap of every school students get accepted to on display. Would like to see more selective colleges such as BC, BU, Tufts, Emerson, etc at college fair. Principal Vogel also noted that she may take a road trip to showcase students to colleges over the summer.
- Jr. Prom to be held off site on May 8<sup>th</sup>. One stipulation is that all students attending will be bussed to and from the venue (Andover Country Club) from TMHS. Also all juniors and their parents must attend a "social host" event before being allowed to purchase a prom ticket. This will be mandatory for all seniors starting next year. Principal Vogel noted that hopefully next year they will be able to host the Jr Prom at the Tewksbury Country Club by calling early to reserve. Also noted by Principal Vogel that the social host event is still in flux. Possibility of having a local individual involved in drunk driving accident willing to speak. Working with Andy Bellistri. (Also have the mock crash with Cara coming up) potential cost \$660-\$1200. Social Host

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required for juniors this year, not parents yet. Hoping to make parent involvement part of the process down the road.

- Scheduling review committee: Principal Vogel noted that there is committee of 13 faculty members researching priorities and identified December to review recommendations. Committee will look t to make recommendation to the school committee in May. Kids can't fit everything they need to do into block scheduling, as it is outdated. Scheduling changes may allow for more AP classes, more blocks that are shorter, possibly even advisory blocks.
- Principal Vogel also noted there is a possibility of moving graduation outside to the field. Rent a tent and stage for students and some parents. If timing works out ANL could potentially be moved to the high school. Options of how to keep it a surprise were discussed, such as covering windows and using restrooms outside.

**Treasurer's Report:** Erin Asselin presented the treasurer's report. The balance as of Oct. 27, 2014 is \$31,95152. Paid out form PC filing for attorney general; raffle tax; microphones; Applefest sign stickers. Voted and approved that 2013/2014 dollars to be used towards payment for Cara Filler on May 14<sup>th</sup>. Stickers for the Applefest signs; Joy will be taking care of 2015 and getting prices. Voted and approved \$1200 for enrichment for presentation before Jr Prom, admin to confirm dates. Cost of ANL reviewed: Currently there is \$13,521 earmarked which is a difference of \$843 from last year that would come from the PAC. The treasurer's report was approved.

**Town Wider PAC:** Consideration of potential purchase of "Go Kits".

- Internal control manual detailing money in and out of the PAC. Dr. O'Connor sent the outline to Loretta which she intern forwarded it to Erin. Erin has certificate to show TMHS PAC is in good standing.
- Requested list of goals/calendar of events/fundraisers – Applefest, Trivia Night, ANL
- Alice Training & Go Kits – Principal Vogel does not want got kits 0 great for elementary but, does not feel they are appropriate for high school age. Alice training to be done in spring with students. During an event real time information will be announced over the loud speaker. Pricipal Volgel will be on twitter. Need to ensure that all forms for emergency contact have been filed. There will be additional topics for elementary students.
- Looking to possibly combine elementary schools for a new school.

**PAC Info Flyer:** Good marketing for the PAC. Loretta will share what she has created. May request alumni to share what the PAC has done. Use it as an intro to the staff.

**Trivia Night:** Sold out

**Applefest Gifts:** Linda P noted that thank you gifts to the staff that helped at Applefest were needed. A yes vote was made for a \$25 gift card to Tewksbury Country Club for Carole, \$10 Dunkins gift cards for Roland, Travis, and Louie

**End of Meeting:** Meeting was adjourned at 7:53 P.M. **Next meeting is scheduled for January 26, 2015 at 7 PM.**

(Notes recorded by KG)