Methacton Coordinating Council Meeting Minutes—September 12, 2016

In attendance: Brenda Hackett, Methacton School Board Member, Loren Seamans, Eagleville H&S President, Holly Bi, Eagleville H&S Vice President and MCC Rep, Liz Drummond, Woodland H&S co-President and MCC Rep, Suzy Dowell, Skyview H&S Treasurer and MCC Rep, Michelle Bauer, Skyview co-President, MHS H&S Vice President and MCC Rep, Cindy Rhodes, Arcola Treasurer & MCC Rep, Jennifer Stephenson, Audubon Co-President and MCC Rep, Leslie Pezzano, Arrowhead Co-President, Gabby Winters, MCC Treasurer, Ashley Wilkerson, MCC Vice President and Acting President

MHS Library, meeting called to order: 7:04 PM

I: Meeting minutes from last meeting, May 2016, approved via email vote and available on the MCC website)

II. Election of President and Vice President.

- Ashley Wilkerson ran unopposed for President, Liz Drummond ran unopposed for Vice President.
- Formal votes were cast, and selection was unanimous. Ashley President, Liz Vice President.

III. Replacement position: Secretary

- Michelle Bauer has stepped down from her position as a secretary. Current bylaws do not address how to handle an executive position that needs to be filled during term.
- Two ways to handle this:
  1. Hold an election through the already-established process, which involves announcing the vacancy, nominating candidates, and holding a formal election.
  2. Existing board appoints someone to fill the vacancy, as in departmental bylaws.
- **Current board will revise the bylaws to draft adding in an amendment for board appointing to fill vacant positions, and reps can vote on it at the October meeting. Please discuss with your H&Ss.**
- This change would make the MCC bylaws consistent with the departmental bylaws.

A. President's Report
   1. Nonprofit status is official!
      a. An email was sent to each H&S with a sample receipt for donations $250 or higher (for tax-deduction purposes)

b. To verify nonprofit status, use the EIN. Gabby also has the official letter from the IRS stating nonprofit status, but EIN should work.
c. The issue of establishments only donating to one time to that EIN may come up, but bring those instances to MCC so that the group as a whole can find solutions to them.
d. The tax ID number will need to be given to the bank for each H&S bank account so that interest isn't taxed.

2. Bylaws and signatures
   a. The bylaws need to be signed each year by the executive board. They will be sent via email to each rep, who then should have each member of his/her school's board review them and then sign off on them. **Bring the signed sheets to the next MCC meeting.**
   b. All H&Ss can post the bylaws on their respected sites once they are emailed to the reps this week.
   c. All H&S websites will be linked to from the MCC page.
3. Brainstorming for possible K-4 redistricting support for students/staff
   a. Redistricting has been an ongoing study in the district. Per Dr. Zerbe, there is no need for a committee, since redistricting has not yet been decided upon.
   b. The suggestion has been made that MCC can come up with a list of ideas to implement IF a decision is made to close a school and/or redraw the elementary school boundaries.
   c. The commissioned report is due to the School Board in the fall, with a decision needing to be made by January to if a school will be closed.
   d. There is a process in place to ensure that a decision must be made to give enough time for students and families to be informed. This process does not apply to redrawing of boundaries, ONLY for a school closure.
   e. The request is for MCC reps to brainstorm ideas of how we can work together as a community to make any possible transitions go smoothly.
   f. Current elementary enrollment numbers: Audubon 451, Arrowhead 279, Eagleville 330, Woodland 308, Worcester 346.
   g. Request from Dr. Angstandt: MCC Representation at the ESL Back to School Night on Monday, October 10. Time to be announced.
      i. The idea is to have MCC/H&Ss help to bridge the cultural differences, and to inform ESL parents about the cultural and social norms in our district regarding parental involvement in the schools.
      ii. **Reps to gather flyers from each school (Welcome letters, swag, anything specific that school would like to include)**
      iii. Ms. Hackett mentioned a parent mentoring program she was involved in in Radnor. Parent volunteer works 1:1 with an ESL parent, so that the ESL parent's child isn't learning the culture and language at a pace greater than the parent.
4. "Up Close and Personal"

a. MCC to present to the School Board at the Sept 27th meeting for 3 to 5 minutes.
b. A different H&S each month. Worcester is October, and remaining schedule TBD.

5. Community Building Committee
a. Email will be sent to all H&S Boards for ideas and volunteers
b. Suggestion was made to host a late spring or summer event for incoming 5th graders.

6. Methacton Advocacy and Education Network Committee
a. Former group for parents of and staff to students with special needs.
b. Hosted a speaker series
c. Dr. Zerbe and Dr. Angstadt pledge the district's full support
d. Ideas are to present information to the group that will support diagnoses that are likely to be given during student years, and for district employees that work with those diagnoses a chance to inform the group along with a speaker.
e. MCC can provide the communication to district families via the H&S network for participation in this group
f. Email will be sent from MCC to all H&Ss with the first meeting date when set so that interested parties can be notified.
g. Administration will be present at every meeting.
h. Parents can generate topics and define what they want the group to be, and what purpose it will serve.
i. A standard letter about the group will be handed out at all IEP and 504 meetings.
j. Meeting space will be reserved at a facility based on availability.
k. Information about the group should be mass communicated, and open to the entire community.
l. Eventual goal is to work with other districts to partner up to schedule exceptional speakers.
m. The name of the group may change, depending on how the community members involved decide to define it.
n. Looking for parents to be the committee.

7. Recycling Working Group
a. Does the district have a contract with a disposal company for recycling pickup?
b. Skyview in particular was discussed as having no recycling on the premises, and teachers taking recycling home themselves.
c. Shannondell protested its own lack of recycling and now has it.
d. Gabby to research recycling in the district, and to reach out to Wendy Keller at Worcester, who leads the Environmental Club and Worcester's recycling efforts.

B. Treasurer's Report
1. Any changes in budgeted amounts at the H&Ss should be sent to Gabby.
2. Each H&S board votes on its budget for the year.
3. MCC nonprofit status means the books will be reviewed or audited by a CPA .
4. Fiscal year is July 1 to June 30.

5. Auditor can't be a parent, but it can be someone who has a student in the district. MCC should pay them, but not an exorbitant amount.
6. Leslie Pezzano at Arrowhead has a connection that she will share with Gabby for auditing.

V. Old Business

A. Homecoming

1. all schools are considering floats and/or mascots

2. Parade is October 8th. Staging is at 9 am at the Lower Providence Fire House.

VI. New Business

A. Using Paypal or Go Fund Me for Donations
   a. H&Ss can decide if they want to utilize these methods.
   b. Seems to work great for large donations (Walkathon) but for smaller events may not be cost-effective.
   c. We Pay was used at Arrowhead. It was speedy to use and worked well. It ended up being beneficial to save postage and supplies, even with the site taking a cut.
   d. With Remind, you can set up the event online and then collect donations there.
   e. Service fees can usually be covered through donation when the option is available to add it to the donated amount.
   f. Sign Up.com also provides a pay service.

B. Arcola Science Fair
   a. Looking for a new parent to chair it.
   b. Need at least 25 judges
   c. Judge training on November 18th
   d. Extra credit for students who participate
   e. Flyer coming to all reps via email to bring to schools to solicit judges

C. Boscov's Coupons
   a. With our new nonprofit status, we can benefit from selling Boscov coupons.
   b. For $5, a one day 25% shopping coupon.
   c. We collect the $5 and keep it. Extra coupons that don't sell do not need to be returned to Boscov's. Coupons were divided up by schools.

D. Please promote for the MCC secretary's position.

Meeting adjourned 8:06 PM

Notes recorded by Amy C. Smith