Methacton Coordinating Council Meeting Minutes

October 16, 2017

I. Attendance: Gabby Winters, Amy Smith, Taj Davis, Rachael Packer, Leslie Pezzano, Marie Kramer, Ashley Wilkerson, Michelle Kirschner, Suzy Dowell, Gina Stover, Megan Fitzgerald, Kathleen Bacon, Laurie O'Neill, Nicole Rittenhouse.

II. Officer Reports

A. President's Report -

1. Board meeting presentations- October 24th
   Focus on topics vs. specific school updates. Next meeting topic will be new communication system, how it's going, trends, etc.
   Discussion:
   - What's a Best Practice for frequency of push communications? Find the balance (not overcommunicating /under communicating).
   - Concerns about pushing duplicate information from Angela Linch and from schools.
   - Woodland requested a list of who moved from Audubon to Woodland or Eagleville.

   Action: Ashley will check with Angela for clarification of what category Special Education Alliance falls under for communications. Will ask for an extra push to sign up for Konstella.

2. Audits will go through the district. Zerbe requested an initial audit done to set framework.

3. Amazon Smiles can be used to donate to donate .5% from Konstella (in addition to Amazons normal donation 1%). A PayPal account is needed to receive the donation. Individual account holders must designate who to donate to. Schools should consider advertising this over the holiday season.

4. EFMC Promotions is looking at ways to push out information. Asked if H&S can push info our about events.
   Action: Requesting EFMC to provide a brief synopsis of what they do, including examples of what donations have supported over the years.

B. Vice President's Report – No update

C. Treasurer's Report

1. Financial reports – Working through tax form. Waiting for Arrowhead's and Worcester's tax forms. All others have been received.
   Action: Gabby to share due dates with Ashley.
   Discussion: What to do with H&S financial records from Audubon Elementary. Woodland will save the past 7 years, shred everything else, and store the records at Woodland.

D. Corresponding Secretary Report – No update

1. Konstella- questions, suggestions

E. Recording Secretary Report – no update

III. Committee Reports

A. Special Education Alliance (Sandy Katz and Gina Stover) – New parents came out for the first meeting. Finished up third round of IEP mini-series (very successful). Intro for secondary transitions is coming up next. Beginning fundraising efforts to present seniors with scholarships.
   January – SEA to present at School Board meeting to provide update.
   Woodland would like to donate to SEA.

SEA- plans to attend H&S meetings to introduce themselves and spread the word about SEA

B. Bylaws Review (Megan Fitzgerald)
Action: Review is coming up. All schools must provide comments prior to Nov 13 (any issues). Plan to discuss proposed changes at Nov meeting. Schools must sign the page and submit to Ashley after reviewing the bylaws.

IV. Old Business

A. Elementary School Consolidation – Kids are adjusting well.

V. New Business – Arcola is doing laser light show. ½ amount goes to the school selling snacks the other half goes to the Arcola. Schools pick a sign-up date.

VI. Adjournment- next meeting November 13th