Methacton Coordinating Council Meeting Minutes

March 13, 2017

I. **Attendance** – Melissa Gorla, Michelle Kirschner, Mary Hull, Loren Seamans, Michelle McCubbins, Ashley Wilkerson, Suzy Dowell, Gina Stover, Brenda Hackett, Jennifer Cancro, Amy Smith, Gabby Winters, Nicole Rittenhouse, Holly Bi, Liz Drummond, Jennifer Stevenson

II. **Meeting Minutes from February**- approved

III. **Update from Mrs. Gorla regarding elementary consolidations:**

- Mrs. Gorla is in charge of elementary school transitions. Her role is to focus on students, family, and staff so the start of the school year is as smooth as possible. Once borders are approved, information about principals, teacher assignments, and how to talk to students will come out. FAQ is currently available on the district website.
- The school will work with each families of Special Needs children to ensure their individual needs are met. Dr. Angstadt will talk with each elementary school to make sure IEPs are in place and the needs are understood and planned for. This will include information about special needs classrooms.
- Questions related to school transitions can be e-mailed directly to mgorla@methacton.org. The district is looking into creating specific e-mail boxes for individual elementary school questions.
- Information will be provided to the community about a ceremony/activities related to closing Audubon.
- Administration will ensure support is in place for teacher involvement/preparations over the summer.

Discussion:

- Transition information suggestions from parents include - gather students by grade at current school who are going to the same elementary school next year. This will give kids a chance to see who is going to their new school.
- Have new principals speak to incoming student this school year.
- Connect students to children at their new school via pen pals.
- Involve parents to help with transition activities.
- Send timely updates and change communications via paper to all parents. One should confirm which school each elementary child will go to at the start of the 2017/2018 school year.

IV. MCC Officer Nominations for 2017-2018 school year to date. Vote on 4/10/2017.

- Suzy Dowell for Treasurer
- Loren Seamans for Corresponding Secretary
- Michelle Kirschner for Recording Secretary
- Gabby Winters for Vice President
- Steve Burda for Treasurer
- Ashley Wilkerson for President

V. Officers Reports

A. President's Report

1. **Nomination and election process update for elementary schools-** nominations will be sent to elementary school parents after boundaries are finalized. Schools are coordinating with each other to eliminate overlap with other H&S meetings.
    - Nominations open 3/22 until 4/2 and sent to methactoncoordinatingcouncil@gmail.com
    - Extend nomination window deadline through **Sunday, 4/9,** after April H&S meetings.
    - April H&S meetings will be meet and greet. MCC will give each school $50 to go towards meet and greet.
    - Audubon and Woodland combining and Arrowhead and Audubon will combine.
- H&S's will work with each other to ensure H&S meetings do not overlap. Proposed dates (to be confirmed):

1. Arrowhead 4/3 at 7:00 PM
2. Eagleville 4/4 at 6:00 PM
3. Woodland 4/5 at 7:00 PM
4. Worcester 4/6 at 7:30 PM
5. Audubon will move H&S meeting to the week of April 10th

Votes at May meetings

1. Arrowhead 5/1 at 7:00 PM
2. Eagleville 5/3 at 7:00 PM
3. Woodland 5/10 at 7:00 PM
4. Worcester 5/3 at 7:00 PM

2. Communications Updates – May meeting. Have each school show two minutes of each system (person who manages the system at each school). If one e-mail system is used, MCC could push e-mails to all schools.

3. "Up Close and Personal"- Arcola up next

4. Leadership/teamwork training- tabled until school consolidation work complete

B. Vice President's Report – No update

C. Treasurer's Report

1. **Financial reports** – Due 4/15, including bank balances.
   A preliminary breakout of June 30th bank balances to new schools is drafted. It will be updated based on final numbers after boundaries are approved.
2. **Audits** – MCC is exempt per conversations with three CPAs. Waiting for a letter from the district to get notarized stating MCC is exempt.
3. **Recycling-** following up

E. Corresponding Secretary Report – no update

F. Recording Secretary Report – no update

VI. **Committee Reports**

- **Special Needs (Sandy Katz and Gina Stover**) – best buddies spoke at HS, rolling out FB page for Special Needs. Next topic is, "Ask the Advocate" where parents can ask questions to a panel of education advocates.
- **Community Building (Tommy Avelar) –** will be joining Angela Lynch and Mrs. Gorla to discuss how volunteers can help

VII. **Old Business –** no update

VIII. **New Business** – Dr. Harney looking for improvements for hiring process

IX. **Adjournment**- next meeting 4/10/17