

**ORR Tri Town Education Foundation Fund
Meeting May 22, 2024
4:00pm Superintendent's Conference Room**

ZOOM LINK

<https://oldrochester-org.zoom.us/j/99580289683?pwd=NnN6ZGIDR3pzQmhNMFkyZDFrK1JqQT09>

Meeting ID: 995 8028 9683

Passcode: 163655

Meeting Minutes

In attendance (in person): Mike Nelson, Doreen Lopes, Beverly Ciaburri, Jane Taylor, Paula Meere, Barbara Moody, Erin Bednarczyk

On zoom: Tricia Grime, Kathy Eklund, Margaret McSweeney

Not in attendance- Nichole Daniel, Mike Devoll, Nina Pierre, Robin Rounseville

- Introductions
- March 14, 2024 Minutes were reviewed.
- Doreen made a motion to accept minutes as written. Paula seconded. All in attendance were in favor. A roll call was completed.
- Finance Report - Paula reports on the third quarter. Specifics were given and copies were made available. Paula asks if there were any questions. There were none.
- Doreen thanked Tricia for all her help and collaboration.

Grant Review Committee Report :

- Paula Meere and Barbara Moody review the grant applicants process and criteria for all in attendance. Questions were addressed.
- Margaret asked if we had funded the special education submission at all. Her wish had been to provide some funds to each. A discussion was held on that specific request and the reasons it could not be funded. Doreen will work with the applicant for re-submission next year with the details that are required.

Distribution Committee Recommendation - VOTE on \$ 9455.60 awardees for the 2024-2025 school year.

A motion was made for the approved grants for 2024-2025 calendar year. Those on Zoom and in attendance all were yes. A roll call was held. The committee was pleased to be able to award so much money this cycle.

Tricia will help Doreen, Paula and Barbara with the grant decision letters.

* The plan is to have the 2025-2026 Application mentioned on opening day. A committee member will make this announcement at the All Staff first day in August. The committee member will inform staff when the applications will be open.

*Kathy said we won't know until Feb. how much money would be available

*We have an overall goal to raise more money. This will be a plan to discuss in the fall. Mike Nelson will work with his PR firm to create a press release for this year's grant awards.

Grant Application Process Review - Jane Taylor

Jane came up with a checklist for the application. It was read aloud and discussed.

Tricia said some of the applicants just attached additional information. Others needed to be asked. The distribution committee wants to make the rubric clear for all.

- Jane Taylor led a discussion on aligning a rubric with the grant application going forward. Doreen and Tricia will work together on this and submit for a discussion in the fall.
- Tricia - Going forward we will be asking for Mid year reports with this year's applications. These will come from Tricia's office.
- The mid year reports will include questions on the overall Impact and how the grant is going. Included will be about monies spent to date and projection on spending the remaining monies and completing the grant.
- January 15th was a suggested date
- May 1 - going forward is the final report suggestion from Tricia.

The committee requested additional information from Tricia on how the foundation requests the mid-year information. Tricia said it will be automatically generated. The Foundation will review the submitted mid-year information then it will be submitted to the Distribution Co- Chairs and the Chairperson of TTEF. Final reports will follow the same process.

A discussion was held about February being when NEW applications can go out.

Final report deadline was suggested to be April 15th.

Doreen suggests we need to discuss when we will be reviewing the grant applications for the following year and align it with the final reports.

Tricia asks IF they are reapplying would we be able to bump up the final report ?

*Jane Taylor suggests the last day of school be the final date for future deadlines.

Doreen, Barbara and Paula were informed by Tricia to review the letters that will be going out prior to the final reports going out May 31,2024.

Mike is planning to do a PR about Richard LaPrise..... And then tag on this years applicant recipients

We will discuss a Survey Monkey possibly being helpful to send to the applicants regarding the online application process.

Book Awards and Presentation - Erin explains the award to Tricia and the new members.

A gift card is awarded from Barnes and Noble. . \$30 x 10 awardees = \$300 expense to be drawn this cycle and budgeted in the future as per Tricia's recommendation.

(Erin emailed the librarians to check if there is a local bookstore to use. None were found. They recommended Barnes and Noble.)

This years Book Awards as recommended by their teachers are :

SIPPICAN Gr6 Teachers: Erin Furfey, Nicole Boussy, William Roseman

- #1 Sophia Meleo #2 Anthony Biscaia

ORRJHS Grade 8: Teachers: Nichole Charbonneau and Greg Andree

- #1 Leighton King #2 Riley Ferreira

RMS Gr6 Team: Paige Teves, Tracey Forns, Amanda Audette, Karen Lefebvre, Caitlyn

Coelho - #1 Zachary Bellefeuille #2 Delaney Vieira

OHS Gr6: Confirmed that we'll have the 2 names & descriptions.

Paula - asks Kathy Eklund do we need to vote on the \$300.00 total awards. Mike Nelson made a motion to accept the recommendations as outlined.

It was seconded by Jane Taylor.

A role call took place. All were in agreement.

A discussion was held on who will make the presentations. An email will go out to finalize.

*Mike will pick up the gift cards.

* Erin asks about creating new brochures and a request for funds to complete them. The discussion was tabled until the fall. The committee will look at building it into the budget with Tricia.

- Next Meeting Date :
September 26 2024 @ 4:30 pm

Submitted by Barbara H. Moody for the Tri Town Education Foundation

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