

**Newton North High School PTSO  
Board Meeting Agenda  
September 22, 2020 (4:00-5:15 pm)  
Virtual session**

**Present:**

Patty McCabe, John Oliver, Karen Cutone, Janna Lacatell, Johanne Campbell, Livia Aber, April Stein, Ted Vahey, Kim Buckton, Ed Quintero, Dima Basha, Amy Axelrod, Susannah Wardly, Henry Turner

**Not Present:**

Alberta Chu, Shawna Slack, Sarah Rizzo

**Meeting commenced at 4:05PM**

**Call to Order (Patty) at 4:05PM**

**Introductions & Welcome New Board Members (Patty)**

**Approval of the May 2020 minutes (Johanne & Janna)**

- Meeting minutes approved unanimously

**Temporary By-laws Amendment to Expand Virtual Sessions (Patty and John)**

- Review of current By-laws requires the Board to meet a minimum of four (4) times annually in person, but does allow for teleconferencing if that minimum is met.
- Changes would expand allowable meeting types to include virtual and increase flexibility around in-person requirement.
- We are allowed to amend By-laws at any time given notice prior to the meeting and with 2/3 approval. By-laws document will be updated and distributed to the Board for vote in the October 2020 Board Meeting.

**Financials (April and Livia)**

- Presentation of P & L: Documents provided to the Board on 9/22/2020.
- Dues drive figures: Close to goal. Our membership goal for 2020/2021 is \$33K (usually \$43K but downward adjusted due to Covid) and we are currently at \$28K. Historically, we would make up the balance at back to school night. We have hit budgeting goals for Principal's Assistance Fund and PTSO Contribution line items.
- Discussion about potential budget changes will be ongoing during this unusual year.

**Programming - (Shawna and Sarah)**

- October 14: Supporting Your Teen in Civic Engagement – Invited Claudia Wu from the Office of Civic Engagement to help parents support their children in getting involved (7:30-8:30)

- Other potential topics for the year – please send additional topics as you think of them.

### **Community Engagement Efforts (Dima and Alberta)**

- We need the community more than ever, and it is really challenging to coordinate in person meetings, but virtual can be hard too! Trying to be creative and welcome additional support.
- Proposing in-person meetings for each grade before the end of October so that we can host outside – BYOB&F.
- Seeking some virtual gatherings as well hosted by some lively, social hosts.
- Newsletter sent (9/22) included links to Facebook pages per class. Sophomore class needs a page. Pages are not official PTSO communication channels but one more way to connect parents. A survey was also included in TigerNews to help gather interests in content as well as ways to connect parents with like interests.

### **Northside Dining becomes Northside Trivia this year (John)**

- This event is evolving to a Trivia event due to the COVID environment. Teams will compete in a Zoom-based environment. Will be promoting support for local restaurants.
- Ted and Kim are working on the setting up the event. They have confirmed it is up and ready to go – will collect registrations, payments, and confirmation.
- 3 registrations as of today's Board Meeting.

### **Website (Ted and Kim)**

- Congratulations on the launch of the new website!
- Some clean up work still happening.
- Next step is to expand access and ownership levels to allow content owners to be able to update their own content. Will set up username and passwords, create some documentation and training, and help onboard each chair who will be getting access.
- Team will still support publishing for now, but requests adequate lead time – 1 week in advance is ideal.
- One item that is lacking is the integration with NNHS calendar. Working on alternatives.

### **Communications (Susannah and Ed)**

- Tiger News updates/schedule
  - Please submit content by Friday for work by the team over the weekend, delivery will still be Tuesday. The planner email has been discontinued.
  - Open rate of Tiger News emails is ~35% on average.
  - Open rate may be higher when sent from Henry Turner. If there are topics that need additional highlight, the PTSO can send those to Anna for inclusion.
- Social Media
  - Twitter account has been set up. Need to determine objectives for use of this communications channel.

### **Educational Excellence Campaign (Karen)**

- C.A.R.E. – Creating a small group to implement this initiative and funding. Will be seeking speakers and other ideas to engage around this campaign.

#### **Principal Update (Principal Turner)**

- Generally, the year is off to a good start both remotely and in-building. Staff has been working long hours, but we are starting to get into routines.
- Back to school nights targeted for mid-October, with a hope for a virtual live component.
- Class nights are starting this week.
- Club sign ups starting Friday along with supply pick up.
- Trying to do some fundraising for lights for a few weeks to support sports that are practicing later in the day than usual.
- Assignment notebooks

#### **Board Discussion: Requests from External Orgs for Inclusion in PTSO Emails (Patty and John)**

- Background – External groups send requests to the PTSO to forward their information or survey.
- Recent example from Safer Teachers, Safer Students Collaborative who messaged all PTSOs city-wide to request they distribute a survey.
- Historically, the NNHS PTSO has not shared or loaned our distribution list and are very conservative on what we promote. Do we want to accept this referral?
- Topic tabled for next time. Board members requested to review By-Laws document to form some thoughts on external groups/surveys/links, and what criteria we may evaluate requests from external groups. What resources could the PTSO point to – currently we connect with The Newtonite (NNHS Student Newspaper) and OurNewton.org. Should we consider others?

#### **Teacher Appreciation Ideas (Patty)**

- Brainstorming – Henry has some ideas based on a few things the school is trying; will follow up with recommendations.

#### **Issues we should be discussing (open)**

#### **Reminders (Patty)**

- PTSO Parent Program on Supporting your Teen - October 14
- Directory Distribution/ mailing first week of October
- Northside Trivia Night - October 17

Meeting adjourned @ 5:29

Respectfully submitted by Janna Lacatell and Johanne Campbell