

**Newton North High School
PTSO Board Meeting Minutes
March 2, 2021 (4:00-5:15 pm)**

Present: Patty McCabe, John Oliver, Johanne Campbell, Janna Lacatell, April Stein, Dima Basha, Kim Buckton, Ted Vahey, Susannah Wardley, Karen Cutone, Henry Turner, Livia Aber, Alberta Chu

Absent:

Meeting commenced & Call to order (Patty) @ 4:02PM

Approval of Meeting Minutes

- Meeting minutes approved unanimously

Financials (April, Livia)

- **Treasurer's Report** P&L: No new updates outside of expected expenses.
- **Discussion:** What expenses should we plan for that are outside of typical planning?
 - What should we think about doing for retirements? Typically we would do a Retirement Tea, and that was not possible last year. Per Henry – we may be able to use some of the planned tents (we can have up to 150 people on the field under tents) that will be in place for senior events.
 - Teacher appreciation events – seeking to do another event and exploring if there is available budget. Per April, funding should be available based on carry over from last school year, fundraising, and limited year end events. Patty proposed that the Teach Appreciation Committee be granted \$1000 and that they should seek additional funds from the community.

Social Media (John & Patty)

- **Topic:** What is the PTSO approach to social, and how should it evolve?
- **Current state:**
 - PTSO has a Facebook page but it is not used that frequently. Existing Facebook pages for each class, managed by class liaisons. Pages are unofficial but considered by parents as more official.
 - PTSO also has a Twitter page that we are not really using.
 - Objective is to be “where our consumers are” and should consider what platforms PTSO should be on.
- **Discussion:**
 1. Board agreed that PTSO should publish information on the official Facebook page more frequently.
 2. Recommend that we add a co-Communications director to focus on social. Emphasis on regular posting to generate followers.
 3. Using a multi-channel approach to publish on Facebook, Instagram, and Twitter (hootsuite?)
 4. Recommendations:

- a. Survey parent population to learn which platforms are preferred
- b. Define charter / use cases / guidelines for each
- c. Find co-director

Programming (Patty on behalf of Shawna)

- Recent Programming
 - Program on gap years
 - Making the most of your high school years (3/9)
- Community Engagement – Interesting year to get community activities going. It is important for programming to define events in advance with contingency plans for in person and remote. Have talked about doing a school-wide outdoor event in May as an end of year event. Have started some parent clubs this year. Communications have been a challenge, but are getting better as we go. Potential to add class-based participants in the committee to increase awareness and engagement.
- Northside – 2 co-chairs onboard. Will determine over the summer the plan for the fall.

Other Events

- Newton Serves – cancelled
- Multicultural night – discussing with co-chairs on doing something in the spring

Just Think Wrap-Up

- Putting together a webpage on the PTSO

Open Board Positions

- Open Board Positions
 - Co-Presidents (2)
 - Secretary (1)
 - Co-Director Tech
 - Co-Director Programming
 - Co-Director Communications
 - Still reviewing committee chairs and needs
- Continuing to communicate with potential candidates. Patty and John are having conversations with individuals.

Senior Events Update

- Meeting with Senior Class Liaisons to understand what will be possible. More information forthcoming.
- Exploring an outdoor prom or other events, but will be taking our cue from the Senior Class Liaisons and advisors.

Principal's Update

- Starting to think through next year. Also evaluating planning for spring. The big question remains about when teachers will get vaccinated. Looking at potential return in April. Start time will be a factor. Elementary school is being considered for 5-day return to building.
- Committee will also start to evaluate schedule for next year.

- District committee has also been established on grading to unify policy city-wide.
- Internal NNHS committee has also been established to define grading best practices.
- 3/12: School shut down anniversary. Community block on Wednesday will offer time to reflect on loss / gain, and a moment of silence.

Planning

- PTSO has 2 meetings remaining for the year, one of which is the annual meeting. At the next meeting, we should discuss what to include next year on calendars, program topics, meeting channels. Will also be working on volunteer recruitment for the board and school council elections in April.

New Topics

- What is the confidence level of graduation happening? Dates for prom and graduation are being reset (with rain dates). Events will be outdoors. Capacity in tents is 150 each, so there would be multiple tents. Looking at continuing graduation lane from last year. Awards ceremonies are also being planned.
- Fall planning – looks like students will be in person.

Meeting adjourned: 5:08PM
Respectfully submitted by Janna Lacatell