 Wilmington Middle School PAC Minutes

# Minutes for meeting held on:

***November 26, 2018***

The meeting was called to order by Heather Long at 6:06 pm.

## In attendance

Four Board Members, Six Parents, One Principal

## Approval of Agenda and Minutes

**Welcome**

**Principal’s Report**

* Parent Teacher Conferences will be held this Thursday, all information has gone home to parents. This will be a half day. Mr. Welch is considering sending home a survey to see if the current process for scheduling parent teacher conferences is successful or if there are problems with it that need addressing.
* The 7th Grade will be attending a Christmas Carol at the North Shore Music Theatre as part of their curriculum enhancement on the 13th of December.
* The 7th Grade will also be doing the SOS (Signs of Suicide) program in the next week. A passive consent form went home today.
* Officer Stebbins has rescheduled her presentation with the K9 Unit to the week of December 17th.
* The next few weeks will host the Winter Concert series for all Preforming Arts. Information went home with students earlier in the year.
* The Middle School will also be having a winter themed door decorating contest during extended homeroom.
* The 7th Grade is looking to update their curriculum and wish to start using a book called *I Am Malala: The Girl Who Stood Up for Education and Was Shot by the Taliban* by [Malala Yousafzai](https://www.amazon.com/Malala-Yousafzai/e/B00EZMLL5W/ref%3Ddp_byline_cont_book_1). They are requesting help funding the purchase of these books for use later this year. PAC will investigate working with Ms. Peachy to get education discount. Paperback copies are fine-they will require a total of 90 copies including the learning centers.

**Treasurer’s Report**

* Current budget is around $8000. This includes donations and carry over from last year.
* Discussed sending out a message before Giving Tuesday and maybe before tax time if we can get the tax info in order.
* Voted on using funds to supply teachers with Wonder and I am Malala books. Unanimously approved.

**PAC Business**

* **Holiday Treat Fest**
	+ To show appreciation for the teacher’s and staff around the holiday season, the PAC organizes and holds a day of treats the week before vacation. This year’s Treat Fest will be held on Friday, December 14th. We will need help getting local businesses to donate and managing these donations. Heather agreed to handle Heavenly Donuts, LaCasia Bakery and Panera. Lynne will handle Edible Arrangements, paper goods and the hot chocolate bar. Jess will handle working with Rachael on the rest and getting it to the school on the day of the event.
* **Apparel**
	+ Susan did an awesome job running the apparel sales and raised over $400 in profit. She will work with the school to get these items delivered or to the students when they come in.
* **Middle School Principal Search**
	+ The search for a Middle School Principal will also get underway as soon as possible. This is a big undertaking and Dr. Brand will be requesting help from the PAC to choose parent volunteers from the Middle School population to help serve on the selection and interview committee. The PAC is waiting for the December 7th deadline, but has already heard from 6 parents who are willing to serve on this committee. Heather will consolidate this information and a decision will be made by the deadline so the Dr. Brand can start working with this committee.
* **By-Laws and Taxes**
	+ The PAC By-Laws and Conflict of Interest statement were reviewed and approved unanimously.
	+ The board will continue to meet outside of this meeting to facilitate this process. Documents need to be reviewed and approved and the final tax forms need to be completed

**Next Meeting will be Monday, January 28, 2019 at 6:00pm in the Middle School Library**

Motion to adjourn was made at 7:30 pm.