 Wilmington Middle School PAC Minutes

# Minutes for meeting held on:

***September 24, 2018***

The meeting was called to order by Lynne Parr at 6:05 pm.

## In attendance

Three Board Members, Ten Parents, and One Principal

## Approval of Agenda and Minutes

Motion to approve by Lynne Parr and 2nd by Jessica Bourgeois

**Welcome**

**Principal’s Report**

* + Hot start to the school year, but the kids adapted, and the transition has been fairly smooth.
  + Open House went well with the exception of some teachers having to leave to take care of their homes and families during the gas explosions in the area.
  + Phone system is still under construction. Should be completed this week and then the administration’s phones and classroom phones should be restored.
  + Mr. Welch is trying to get better attendance at the PAC meetings because they are a very useful means of communication between the administration and the community. Thinking about maybe having guest speakers (i.e. teachers, Superintendent, someone from the police dept to explain the effects of vaping on teens)
  + Positive communication between the school and the parents will be a focus this year at the Middle School. Often parents only hear about the negative aspects of the school system. Mr. Welch will be promoting the more positive aspects of the Middle School.
  + Chromebooks are being utilized in most classrooms. Almost all teachers are using Google Classroom-Mr. Welch is hoping to provide some support for teachers to make it easier for them to learn what Google Classroom has to offer.
  + The new Homework Policy is being rolled out this year. A district wide message will come out soon explaining the new policy and how it will be implemented.
  + There seems to have been some confusion at the end of last year about the school wide policy on absences. This policy is clearly stated in the handbook, but Mr. Welch may send out a parent letter to spell it out. In future weekly messages Mr. Welch may highlight sections of the handbook to make parents aware of areas that may need more emphasis.
  + The 8th grade week at the end of the year will be similar to last year. Administration will use all they learned from last year’s trips and make a few changes. Information will go out soon to prepare the parents for the end of the year.

**Treasurer’s Report**

* Still need to pay out on the Bose PA system
* Working with Mr. Welch to get another message out and increase donations. Maybe include the newsletter and post it online so parents can see what last year’s donations were used to accomplish.

**PAC Business**

* **Open Positions**
  + The board will try to compile a list of the positions with descriptions, so people have a better idea whether or not they are interested in volunteering.
  + Heather Long has volunteered to take over as President. She was unable to make the meeting, but we will discuss and vote at the next meeting.
* **By-Laws**
  + The PAC By-Laws need review and the tax forms need to be completed. A personal liability statement will be added and a conflict of interest statement.
* Dr. Brand will be holding community get togethers many evenings coming up. PAC discussed inviting the new Superintendent to a future meeting.
* **Box Tops for Education-KEEP CLIPPING! **
  + Gwen Lawson has agreed to take over collecting and submitting the Box Tops and running the contest. This year’s collections will be on December 21st, April 12th and June 7th.
  + Jess will get the flyers and any Box Top info from last year’s contest to Gwen so she can make changes.
  + **T**his is an ongoing fundraiser. Simply clip the coupons off many household products and send them in with your student to school. Each coupon is worth $.10. They will be tallied and submitted for cash. When clipping please make sure the coupons are not expired!

**Next Meeting will be Monday, November 26, 2018 at 6:00pm in the Middle School Library**

Motion to adjourn was made at 7:15 pm.