Partners In Education

January 13, 2022

Executive Committee Members: Amy Davis, Principal; Amy Plante, Asst. Principal; Kurt Moellering, Head of School; Gretchen Petersen, Chief Operating Officer; Vanessa Craveiro Chief Financial Officer, Debby Worcester, Administrative Assistant

Parent Committee Members: Stacey Suckerman, Rachel Clouse, Tim Flood and Roslyn Michelson

Parent Attendees: Dina Tose, Khadijah Watkins, Debbie Berechman, Roslyn Michelson, Christina Chatalian, Cathy Lombardo, Paul Goodrich, Andrew Michel

Welcome!

Grade Levels Representatives:

 Debbie Berechman 12th grade

 Stacey Suckerman 11th grade

 Roslyn Michelson 10th grade

 Vacant- at this time 9th grade

 Lori Day 8th grade

 Christina Chatalian 5-7th grade

* Still a 9th grade parent needed
* Most parents are too busy, but interested
* Representatives email parents to express need and duties
* Rachel Clouse can put on Facebook
* Idea is to have grade level parents in place move up (opt in first)
* Then Executive Committee Members personally email parents of grades needed
1. Wait until March to start the process
2. Have a zoom and explain expectations of needs

Executive Committee Members:

 Timothy Flood HS

 Rachel Clouse HS

 Stacey Suckerman HS

 Roslyn Michelson HS

 Ideal is 5 members: 2 MS, 2HS and 1 either

**NOTE:** Moving forward the zoom link is on the Calendar for parents through the website and in the Newsletter weekly. Rachel will put on Facebook page too.

Executive Committee Protocols:

* Update protocols
* Complete draft for review
* Timothy Flood to send again to executive committee members and staff
* Gretchen to talk to Administration and review
* Next meeting review finalized protocols
* Next year would like 2 MS members elections
* Do we need a monthly meeting
* Decision is to add if needed – especially if there is an event coming up
* Need to stay on track with follow-up to be effective
* When there is planning to be done those involved have a meeting

Volunteers needed:

* How to put it out for volunteers
* One email separately
* Start in March
* Parent to parent
* Parents need guidelines of what they are needed for

More defined roles:

* Executive Committee define role
* Give to Grade level representatives
* Then they communicate to parents by grade

Create structure:

* Create folder on drive of guidelines for volunteers, Executive Committee and Grade Level representatives (Gretchen will create and send to group)
* Sub folder for Grade Level Reps
* Find calendar of past events and how and what is needed so not to reinvest the wheel

Upcoming PIE events:

* Bingo was on the calendar for January 27th
* Not able to have in-person, at this time
* Should we go ahead with event?
* Decision was yes
* 1 parent and 1 LPS staff work together to make happen
* Tim Flood and Gretchen Petersen and Cathy Lombardo will purchase prizes and

Paul Goodrich will help

* Gretchen will reach out to staff that ran last year Bingo to see how to run it
* Then email out zoom link with card to print
* For parents that don’t have printers at home LPS can make copies of cards and send home with students

Upcoming Parent event:

* Red Jacket weekend is not going to happen
* Not enough parents involved
* Covid got in the way
* Stacey Suckerman will contact parents about a Parent event, if wanted

Upcoming LPS events:

* MS events
1. Working on a possible February event either in person or zoom
* HS events
1. January 28th is going to be a winter trivia night from 6-7 zoom
2. **Possible** Valentines dance depending on COVID

Enrichment activities:

* Changing after February vacation grade level activities

Senior Week:

* Who is/should be involved?
* When to start working on?
* Gretchen will reach out to Amy D. to talk about who may be the lead
* If need 11th grade parent help Stacey S. will send out information and help
* Senior Week is usually a week before graduation
* Seniors come to school to practice graduation procedures two to three days
* Then an activity is scheduled those days
* If have during the day the Transition Department can help
* If after school need parent volunteers (Chaperones)

Other ideas for events:

* In past LPS has had a Spring Cookout – LPS organized with parent help
* Teacher appreciation – we have scheduled ½ day May 6th, parents usually do a luncheon for staff – Parent organized LPS designated to help
* Possibly an all-week teacher appreciation – parents involved
* Canobie Lake – parent organized event

Communication:

* Heavy on social media
* Encourage families to sign up for Facebook
* Add’l in Newsletter