HEPTA PTA Meeting Tuesday, November 11, 2026
12pm-1pm, via Zoom

Presentation: 11.10 Meeting Slides

Board Attendees:
Michelle Lawler (President), Michael Lahens (Treasurer), Danielle Kilgour (Secretary), Emily Busby (Membership & Logistics), Charlotte Kimmons (Fundraising), Mandy Hoffman (Volunteer Coordinator), Megan Rhynehart (Room Parent Chair), Alexandra Clough (Marketing)

Attendees:
Voting Members: Candi Fowler, Faith Burnham, Jenifer Noury, Anne Wake-Despasquale, Hilary Kuzdeba, De/Susan Hsieh, Audrey

Non-Voting Members: Brendan LeFlamme, Briana Getman

Total Number of voting members: 15

Principal Reports

Candi Fowler, HUES:

- Veterans day ceremony at 1:30pm today!
- Drury Lane is being paved!
- New open printer being purchased
- American Education week is next week. A way to celebrate teachers. Candi encourages students to write appreciation notes to their teachers. Candi will deliver to them!
- Report Cards are released on Dec 18th. Looking at ways to push out a pdf on the portal, versus having to retrieve it.
- Students vs kids in Volleyball in December!

Paula Izbicki, HPS:

- Thank you for the support of the Veterans day support
- End of trimester and first round of report cards
- HPS Book Fair is this Thursday
- Don't forget to participate in the Science Fair!

Chief Laflemme Update

- In an effort to clear up any misconceptions around needing to remove the SRO at this time
- This decision was the chief's decision. This was due to staffing. The department is shortstaffed significantly which is also a national crisis.
- Recruiting is difficult at the moment, and we are being extra aggressive about it. The chief is cautiously optimistic that Ofc Esposito will be back in the schools by the end of the year.

- In the meantime, the PD is not abandoning the schools. The second school resource officer will be available and will rotate between all 4 schools. This model was used up until 6 years ago when we received grant funding for the second SRO.
- Ofc. Esposito will still be teaching DARE for 6th grade.
- During this time, the patrol officers will spend time at both schools to do walkthroughs, and to support the buildings.
- This continues to be a very high priority for the department.
- Q&A:
    - Audrey: If there are any votes coming up for the department funding, please let us know so we can support.
    - Chief: The last bargaining agreement included police.

Anne Wake-DePasquale

- Last year, we asked for a big bond and it was voted down
- Been hard at work to determine what the school really need
- Survey was put out in Aug/September - results are available
- Trying to figure out how the town feels about an expansion or renovation and how the town feels about it. High priorities are:
    - Classrooms
    - Dedicated library
    - Double buzz system vestibule
- Results: Many residents want us to explore the Farley building, old pharmacy building, and do we need preschool.
- Committee is different this year and have expanded a wide range of people including a real estate lawyer, an architect, etc,
    - Old Pharmacy research:
    - Met with Farley committee:
    - Received funding from the school board to go back to the consultants and modify the project. We have requested two additional plans:
        - Under 10 million
        - Under 5 million
- Next monday, Nov 16th we will begin which of these options will be
    - Relocate preschool top pharmacy
    - Relocate to farley
    - Under 10 mill plan
    - 6mill plan
    - Under 5 mill plan
    - Nothing
- Q&A
    - Michael- what are the concerns with the Pharmacy building?
    - Anne: many beams and mold smell
    - Audrey: When we are thinking about security updates for the building, what has been thought of?

- Anne: Even if we went with the preschool offsite, it doesn't change the fact that we need to have the double buzz entry system. No matter what, we need to pursue this.
  One of the major costs for the initial bond was the civil engineering needs around the parking, carpool etc. HB has received many grants over the years which make the schools very safe.

Go to the website to receive updates
https://www.sau41.org/administration/sau41-committees/hollis-renovation-and-expansion-committee
Dec 1- atrac meeting to then recommended to the School Board.

Presidents Update

- No major updates- turn it over to the board!

Volunteer Coordinator Update

- PLC Mondays: Nov 16, 23, 30
- Craft Fair: 8 filled, 4 Open for Greeter, Bake Sale & Raffle
- Movie Night is staffed and awaiting coordinating a lead.
- The first volunteer newsletter went out today, if you would like to be included, email volcoord@603hepta.org
- Note: Student volunteers will have parents to be present.

Marketing Coordinator Update

- Promos & Flyers
  - Last-minute bingo reminders
  - Gingerbread House contest
- Newsletter & Comms
  - Drafted dedicated ParentSquare blasts from Paula & Candi
  - Issued November newsletter
- Next Up for December:
  - Newsletter - November recap / holiday events & happenings

Membership Chair Update

- Total Active Membership: 67 active members
  - School Year Enrollments (YTD):
    70 Joins | Aug: 5 | Sep: 34 | Oct: 28 | Nov: 3 (as of Nov 1)
  - October Membership Growth: +71.8% cumulative YTD growth (+28 new joins in October, expanding YTD enrollment from 39 to 67 members).
- Punch Card Program: Punch cards went out in early September. Active adoption is hard to analyze at this time.
- Craft & Artisan Fair:

    - 30+ vendors confirmed; Still looking for 4 volunteers
    - NEW THIS YEAR: Gingerbread House Decorating Competition | Hot Cocoa Bar | Food Truck
- Carpool Hang Tag Fundraiser:
    - Just shy of $1,300 raised.

Fundraising Chair Update

- Hollis House- THIS Wednesday.
  Order pizza and poutine from Hollis House all day on Wednesday, 11/11, and they will donate 20% to the PTA.

- Movie Night- Friday 12/11.
  More information to come but mark your calendar!

- December PJ Day Fundraiser- 12/23.
  Pj's With Purpose! Bring $1 and wear your Pj's! All funds raised will go straight back into funding wonderful things for our students, staff and school .

Room Parent Update

- Classroom Engagement
  Fall celebrations have wrapped up
  Reminder sent to room parents regarding upcoming holidays, encouraging room parents to check-in with their teachers

- Tools for Room Parents
  Optional zoom meeting held last month to outline responsibilities and support Q&A
  Created document highlighting school year milestones and expectations for room parents
  Created a budget template to help manage classroom funds

Treasury Update

- October, we realized the funds from the golf event
- Continue to collect Craft Fair funds
- Halloween bingo was a success
- Expenses are listed with all items voted on last month
- Taxes will be a little more challenging this year because our revenue was over $50,000!

		Oct. 2026
INCOME		
	Fundraising Income	
	Golf Tournament sponsors	500
	Fore the kids raffle	1,640
	Nationwide Golf Dartboard	445
	Craft Fair Vendors	367
	Carpool tags	1,242
	Halloween Bingo	930
	Other Income	
	Donations	394
	Interest Income	4
	PTA Memberships - $8 per member	128
TOTAL INCOME		5,650
EXPENSES		
	Fundraising Expenses	
	Carpool Tag flyer	(88)
	Cake walk	(48)
	Halloween Bingo	(305)
	Administrative Services	
	New checks ordered	(75)
	Google Workspace	(212)
	J & J Storage	(110)
	Membership Dues - $6.25 per member	(560)
	Zoom.Us	(17)
	Program Expenses	
	Rhythm sticks funding request	(4)
	HPS Wobble stools (Voted item)	(770)
	HUES Theatre Equipment (Voted item)	(2,748)
	HUES Vests (Voted item)	(211)
TOTAL EXPENSES		(5,148)
NET INCOME/LOSS		502
	Starting balance on 10/1/2026	$45,725
	Ending Balance	**$46,227**
	Unreconciled Revenue	$452
	Unreconciled Expenses	-$614
	Actual Balance	**$46,065**

Funding Requests

- None at this time