

HSS (Lebanon Elementary) PTO
Agenda
December 4th, 6:30pm
Hanover Street School Library

- Call to Order
 - 6:34pm
- Approval of previous months minutes
 - Katie approved, Paul seconded
- Principal's Report
 - Mrs. McFarland return date- 1/21/26
 - Plan in place for Ms. McGuire's maternity leave (Jan-end of year)
 - 1st Trimester ends shortly, teachers are completing report cards. Will be released next week
 - K-4 will go to holiday concert at high school
 - Middle school performs in HSS gym
 - 12/19-holiday assembly. New group of teachers this year leading it
 - Questions:
 - Spirit week-had scaled back to once per month.
 - Should there be a December holiday spirit week? Leah will bring this up at the next staff meeting to see if this is possible to put together. Perhaps last 3 days of the week before break
 - Recess duty: Teachers never being out at recess can make it difficult for them to be aware of ongoing issues with students that occur on the playground. This is a heavy load on paras, it seems that other schools in the district have teachers also do recess duty. Would it be possible for teachers and paras to split recess duty more evenly? This is not in their contract. Leah will consider and think through it.
 - Why aren't paras involved in conferences? This is in each of their job responsibilities and scope.
 - What is the expectation regarding teachers communicating with parents? There is no official standard.
- Recaps
 - Wreath Sale
 - Update
 - Purchased slightly too much. Ordered 125, have 8 left to sell.
 - Remember to count wreaths next year to ensure we received what we ordered
 - Craft Fair
 - Successful, good learning experience
 - At Middle School PTO, Katie S shared that there are already vendors for next year, goal is to get more people in the door.
 - 3rd Grade Dictionaries
 - Thank you note from students
- Current/Upcoming Events
 - Wreath Sale
 - Updates
 - Movie Night
 - Dec 12th in the cafeteria
 - 6pm movie starts
 - Katie S or Tanya have projector screen
 - K Pop Demon Hunters is the movie of choice
 - Volunteers to hand out popcorn
 - May need volunteers to monitor hallway as well
 - We already have scoops and bags

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- Vote on Updated Bylaws
 - Discussed last month
 - All are in favor
- School Board Budget
 - Byrne Foundation potentially matching for playground
 - Byrne foundation would match \$50k if PTO could fundraise \$50k in 6 months
 - PTO would also need to fundraise the remaining \$50k
 - Any donation would need to go directly to the PTO
 - Meredith will reach out to Tia (school board member) to initiate this request
 - Katie attended budget meeting in November.
 - Next meeting for school board is 12/10, city council was last night. City council's next meetings are 12/17 and 12/18.
 - Deliberative session is 1/31-put forth budget that they think should be presented to the city. More interactive
 - One idea is to send out talking points to parents in order to get more buy in and empower parents to attend the deliberative session. This should be in an SAU email to the community.
- 4th Grade Lock-in
 - Pick at date/reach out to CCBA
 - Potential dates: 5:30-7:30pm, 5/2 or 5/16
 - Invite both HSS and MLS students
 - Someone to chair this event? Organize volunteers and communicate with CCBA
 - Rent out CCBA for 2 hours, serve snacks, charge nominal fee (\$5).
 - Feedback: ration snacks, monitor the table, make it clear there is no meal
- Treasurer's Report
 - Report From Treasurer
 - Balance:
 - TOTAL Account: \$28,412.35
 - PTO Balance: \$11,462.44
 - Drama Club Balance: \$4,627.32
 - Friday Food Pack Balance: \$8,150.82
 - Schoolyard Committee: \$2,894.75
 - Finding Our Stride: \$1,277.02
 - Activity :
 - Craft fair netted \$4,400.58 in total, our share is \$1,466.86. We had budgeted a net of \$900, therefore exceeded budget by \$566.86
 - Wreaths are currently netting \$830, all unbudgeted
 - If we had no additional revenue for the year and maintained our remaining expense budget, we would have net income of about \$400 for the year. Vs we had originally budgeted a loss of \$477.
 - Current net income is \$3,902.07
 - Additional details/Questions
 - Per feedback from the final review of our NH CTU application, the language on the dissolution must be amended with the SOS (on our articles of agreement).
 - Currently states: In the event of the dissolution of the organization, the said organization is organized exclusively or charitable, religious, educational and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) or the Internal Revenue Code or corresponding section of any further federal tax code.

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- Example of an acceptable dissolution clause: Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of IRC Section 501(c)(3), or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.
 - Same language is in the by-laws, these too will need to be amended.
- Committee Updates
 - Cultural Celebration Committee
 - Update: Meeting to discuss next semester. Needs help getting the word out to get more support. Wednesday 1/7 5:30pm. Christine can add info on social media, Katie can include Zoom link in upcoming emails.
 - Scholastic Committee
 - Orders placed for Mr. M and Mrs. Couture
 - Updates: Book fair date week of 2/12/26
 - New option to have STEM related book fair. This could replace typical book fair or be in addition to
 - Schoolyard Committee
 - Update: Next meeting is on 12/10 at 4:30pm
 - See above for information regarding potential Byrne foundation matching
 - Bulletin Board Committee
 - Update: We are looking for additional volunteers to support this function
 - New ideas for winter?
 - Snowmen, star, and trees theme. Christine is going to work on it
 - PTO Superintendent Meeting
 - Rescheduled to 12/8
- Other Important Dates
 - December 10th - School Board meeting LMS 6:30pm
 - Next meeting January 8th
 - Jan 22: HSS Chorus Concert. Should PTO reach out to determine if Ms. Beasley needs support with this event? Unclear if the event is at HSS or at LHS. Last year this was a last minute request so it might be better to get ahead of it and reach out to Ms. Beasley in advance.
 - Ideas: Offer to help recruit volunteers but not own it. Hand out to go cups and a packet of hot chocolate to take home (less messy)
 - Jan 31st: Deliberative Session School Board Budget
 - No School....
 - Dec 22 -Jan 2: Winter Break
- Adjournment
 - 7:32pm

On Tap for Next Meeting

4th Grade Lock in

Contra Dance/ Family fitness night

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