



Pine Hill School CSA Meeting Minutes
October 5, 2023, 9am - 10:30 AM, Sherborn Library Trustee Room / Zoom

Zoom: <https://zoom.us/j/96599949944?pwd=YmJkOWdTQWVib2lJbjJDVUNrV1NMdz09>
Meeting ID: 965 9994 9944 Passcode: 951206

Call to Order - | Megha Kadiyala, Ariana Delaney

Called to order at 9:05am; Mark Williams second; quorum met

Presidents' Report | Megha Kadiyala, Ariana Delaney

- Board Roll Call
- Vote on September Meeting Minutes; Arianna called to approve; Irene second; all were in favor
- Vote on 2023-2024 Budget; deferred to Treasurer report

Proposed March 2024 meeting to be moved to 9am on the same date, due to space conflict. No issues

Vice Presidents' Report | Irene Saranteas Bassalee, Kara McDermott

- Ice Cream Social update

Great turnout. The OCG provided a great backdrop for the event. Hsd to use the rain date of 9/20/23, which allowed better volunteer turnout and more time for the Communications team to advertise. Allergy-friendly table was a great addition; lots of positive responses. A student that hasn't attended any events for 3 years attended this as their first event, since they knew there were safe food options for him. We came under budget, purchasing store-brand ice cream sandwiches; cheaper options than Klondike bars last year. We had enough ice cream for everyone, despite some kids trying to get seconds/thirds; licking the stamp off their hand and changing their clothes (wear a hoodie or a hat the second time).

Principal's Report | Mrs. Gullingsrud

Mrs. Gullingsrud will attend the morning CSA meetings.

Updates:

- They hired a new spanish teacher, Yolanda Williams; will teach K, 2 and 4 grades.
- Never-ending bus "opportunities"-all feedback has been thoroughly read through; 3rd, 4th, 5th grades have been visited and asked for volunteers to be role models; will visit younger grades, map out bus expectations, will read "Don't Let the Pigeon Drive the Bus"; hoping for older kids to model better behaviors. She received a lot of letters of interest from the kids who'd like to be a "mentor". They may need to rotate "volunteer mentors" and give them other opportunities aside from bus needs because there were so many kids interested in mentoring. Refined bus guidelines and provided to the school community.
- SEL team/coach and counselors-anti-bullying lesson; wearing orange next week for Kindness week
- 5th graders visited Hale Reservation last week; it was hot but great.
- School Improvement-Communication is an action item; communication team to streamline teacher communication with parents and how do we showcase all of the learning that goes on at Pine Hill. Hoping to send out "Pine Hill Pages" which will likely go out at the end of the month and will share information about Spanish and other specials where families may not hear about regularly.
- Thanks for Custodian gifts; Classes have been making posters/cards for them.

Treasurer's Report | Mark Williams

- Budget Review
- Went over budget line by line; asking for input as well. Megha spoke of hoping to add more swag in conjunction with the town's 350th birthday and maybe have 5th graders participate in a design contest. Would like to work with the school.
- Added Valentines Day dance-will be new; Events Team hasn't spent much time envisioning to date.
- Amazon Smile has been discontinued. Box Tops; may need to add to newsletter to let people know. Most people are not doing it right now or know about it.
- Direct Appeal-Christine thinks people think for goals in 5's and 10's ; wants to change goal to \$20K, instead of \$18, which was in for a slight increase from last year.
- End of Year Picnic line items; not sure exactly what that is for and needs to be reviewed
- Would like to give more money to two individuals for DS Senior Awards/Scholarships (from \$500/person to \$1000)
- Increased enrichments- increased 5th grade to \$5000 from \$3000. Also added enrichments for Spanish and Music this year. S'mores advertised the next CSA enrichment for ASM; it will be interesting to see how many parents turn out and make sure we don't max out capacity. Some performers for enrichment have a capacity limit; biggest restriction; a way for performers to charge more with larger audiences. 405 students at Pine Hill
- Challenge Success had been funded by DSEF; now will have a budget line item from the CSA for annual funding. Recommended budget amount was suggested by previous Challenge Success/Pine Hill liaison. We received DSEF funds in July; as that has been disbanded.
- OCG-almost done with the Capital Expenditure portion
- 3rd Grade program-covers bird seed and suet for the bird feeders outside of the classroom windows. Line Item will change name to "3rd Grade Bird Feeder-Maintenance"
- Spring Grants - Teachers can apply for further funding for programming; Increased from last year. Arianna reported that we always support whatever applications that have been submitted
- Teacher stipends have been increased to \$300 or \$200, depending on the teacher or teacher's aide; up \$50 from past years;

Arianna made the motion to approve the budget; Megha seconded; all in favor.

- CSA now has a debit card; to use for larger expenses under \$1000-1,500.
- If you ask for reimbursement and haven't received a response, please contact him again.
- Mark is working on Venmo for reimbursement, to add to PayPal.

Pine Hill 5K Update | Kendra Anthony, Emily Thomas

- Event Review

Emily Thomas-Race went really well. Race was a success; discussed ways to improve: 2nd packet pick up day pre-race; Treasurer has the financial details; Ryan from Launch was the MC. First year as coordinator; happy with the result and open to feedback. One big change: Kona Ice; great addition. Maybe have more food trucks. Or another bakery or coffee vendor. Over last year's revenue by \$400; Just under \$20,000 (gross). Waiting for the last 2 sponsor checks. Have to pay for a few more supplies, police-traffic work, etc.

Family Friend Report | Divya Molloy, Jane Branch

BBQ had a great turnout; more than expected. Met a lot from the Chickering side as well. Team-building activities were a great success. As of yesterday, we may have a match for every student/family. 14 kids now in the program and have a host for everyone. Still looking for secondary hosts.



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We have matched almost all of the Boston students, but we are still searching for secondary families and one primary. We're glad to talk to anyone that may be interested, especially families from the older grades that we haven't had the pleasure of meeting/knowing yet! Introductions and personalized welcome-back emails are being sent out this week for matches in preparation for the upcoming METCO half-days and other joint upcoming events, see below:

Wednesdays, October 18 and October 25 | 11:45am - 2:00pm

Sensei Perez at **Perez Martial Arts** in Medfield will host a fun program complete with an obstacle course, learning some sweet karate moves, as well as pizza and drinks for lunch, all provided. Divya created a SignUp Genius with more details as well as dismissal plan options for transportation to host families' care (car line or school bus). All families need to update this in SDM also. Hosts will then coordinate drop off at the martial arts school (host parents/caregivers are welcome to stay), then pickup and bring to DSMS for the bus to Boston at 3pm.

Sunday, October 29 | 3:30 - 5:30pm

Please join us at **Rock Spot Climbing Gym** (on the Dedham-Boston line) **3:30-5:30pm**! This is a fun event that we do with the Chickering Family Friends. Please plan to stay with your child/ren to encourage and support all the kids in their climbing endeavors and socialize - we even had some parents get in on the action last year! More info to follow.

Divya has a lot of great ideas. Have events planned for the spring. Potential drumming workshop; combine with Chickering. Trying to decide how to balance out individual play dates with enrichment activities. Asking teachers to send families who have formed friendships with Metco students. Also looking for volunteer chaperones for these enrichment events. Irene is very excited with the wonderful plans for the year.

Communications Team Update | *Joyce Silvia, Courtney Williams, Brooke Yarborough*

No updates.

Enrichment Team Update | *Mary Lowder, Kristin Kohn, Raffaella Agostino*

- Grade level coordinators have been contacted
- Goal is for everyone to use all of their money.
- Discovery Museum for K and 1
- 5th grade has their same events
- Music-has a great drumming person come out; Would be great to look into further programs that are similar.

Events | Nicole Amato, Kara Hunt

- Fall Event
- Harvest halloween fest; earlier in the day; more fall activities. Less scary and not as dark yet. Kids can wear their costumes. Powisset event is a separate event that happens every Sunday; Promo code can get a discounted

ticket for the specific event. Still open to the public. Thanks for signing up for donations. Since it's not a drop off event; we won't need as many volunteers but definitely need more.

- Officially in the home stretch planning the Harvest Halloween Fest (or the Monster Mash reboot). I wanted to thank those CSAers for signing up to volunteer and donate snacks/drinks already. We still have a lot of needs remaining, so I also wanted to remind everyone of this and say that I would be grateful if CSA members could sign up (since it does not seem like a lot of parents are jumping at the opportunity right now). Because it is not a drop off event, we have less need for volunteers overall, but we still need some nonetheless.
- Also we are excited about the event at Powisset Farm on October 22nd. I wanted to ask everyone to promote this event to their friends in case it gets lost in the newsletter or other emails.

Volunteer Chair | Jen Sole-Robertson

Thank you to the communications team for their help with room parent advertising, and we are only missing a partner room parent for Ms. Solomon's class to work with Michelle Goldwyn.

Megha to Ms. Gullingsrud; real problem for getting people to volunteer for room parent.

Get people involved early. Christine Walsh-other districts have formalized parent/caregiver platform. Maybe consider adding room parents in future CSA promotion materials? Best places to promote CSA and how to get involved. Maybe have a google drive with email templates; questionnaire; schedule of what to do for the year.

Committee Reports

Pine Hill Directory & Swag Shop | Alison Bihrl

SWAG:

- Our September store made \$448 in profit (sales were \$2,201 total, we get 20%).
- Last school year, we made \$418 total in profit, so this is a great start.
- Next store opening is 11/6-19 for holiday orders. Also planning a spring store.
- Will follow up with Presidents and VPs about December holiday sale

DIRECTORY:

- So far (10/5) have sold 116 directories. Sales = \$1740, Profit after website fee = \$1335
- Last year, sold 174
- Could possibly make another push via dedicated email around holiday season, for Ghosting, holiday cards, etc.

Fundraising Initiatives | Christine Walsh

Planning phase; met with Allison Malm who provided a lot of insight. We saw donor exhaustion-be mindful of our requests. She wants to be aware of any other potential fundraising initiatives, so we aren't having several requests at one time. Planning Nov-Dec; before the holidays. Maybe more of an active fundraising effort; kids reading, etc.

New Families | Yujie Zhang, Rebecca Elsy

We held our Morning Meet & Greet for parents and caregivers on 9/27 in the school cafeteria. There were 12 new families who attended along with many CSA members, parent volunteers and an appearance from Dr. Brown and Allison Gullisgrud. In total we hosted about 20 people that morning and made many great connections.

Our next New Families event is scheduled for the evening of October 17 at the town playground. With help from the communications team we have been spreading the word about our event and have 24 RSVPs thus far. Laura Paradis connected with us about using Anthony's Pizza and gaining some rewards from our event, a truly genius idea to use in the future.



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We've received 13 new family requests for family buddy matches. These requests have been successfully matched with volunteers or room parents, thanks to Rebecca's excellent efforts in making these connections.

Rewards | *Laura Paradis*

- Restaurant fundraiser with Anthony's Pizza in Natick on 10/17 to double dip with the New Family event.
- Lovely Pictures Studio/photography fundraiser; 9 families; \$150 was raised from this event. Other local photographers have reached out and shared interest.
- Mary Lowder mentioned Bertucci's about a potential fundraiser night.
- Laura-has a survey that she'd like to send out to get more insight for future planning;

Hospitality | *Lauren Morgan, Sara Bates*

- Custodian Appreciation Day went well.
- Question: Have Cafeteria Staff been included in appreciation events? Do they have one? Should we do one for the Food Service team?
- Want to try to add the allergy-friendly table at future events.
- Rafaella-First Friday in May, School Lunch Hero Day; let's add that to the calendar.

Challenge Success | *Irene Saranteas Bassalee*

Not much of an update. Looking into a Well-Balanced Student event, working with someone in the central office regarding cost. Looking for someone to take on a more active role in Challenge Success; Irene is the interim liaison until she can find someone looking to be more active.

Book Rewards | *Asha Strazzero-Wild, Alissa Albers*

Alissa-Met with Sonia and Asha; met with Erin Moores. Take away from Erin-the book rewards event in the fall wasn't fruitful. Would like to drop the book rewards in the fall and focus on the book fair in the spring. Sonia Arenazza will be joining the team with Alissa and Asha. Team to meet with Presidents next week to discuss further.

Outdoor Classroom & Garden | *Julie Vitale, Katherine Head*

- The honorary and promise benches arrived this month, along with the lumber for the raised garden beds. Parent volunteers will help assemble the benches on Friday 10/6 during their child's recess time, so students can help as well. We are trying to copy the very successful library volunteer model. Future volunteer events will be scheduled for building the raised garden beds, organizing the shed once the permit is signed off, and landscape planting.
- The weather keeps delaying the installation of the Promise Sculpture. We need three consecutive dry days over the weekend for Alexi to install. The epoxy will not set if it's damp. The sculpture will go up as soon as the weather cooperates.
- The landscapers still have loose ends to tie up on the OCG- yard hydrants (spigots) and polymeric sand in the shed paver patio.

- Our former PH student and aspiring Eagle Scout, Niall Collins, installed the solar panels and inverter in the shed. The wiring needs to be done by a licensed electrician, who is doing the work pro bono in his spare time. While the date for completion is not set, the work should be done this fall.
- The hardwired electrical is not complete either. The district's electrician is doing this work and keeps getting pulled to other pressing jobs. Hopefully this can be done soon, as it is the last critical step to signing off on the permit, so teachers can begin using the space.
- Ms. Hilperts pumpkin patch is growing and K classes will visit the patch as their pumpkin lifecycle unit begins in October.
- Considering a Cultural Council grant application to create a sign for the OCG, as a community art project with local artists and students. Not positive this will come together before the grant deadline, but just letting the Board know it's under consideration. ? if Lorelei Randa, who may own a sign business. Julie is looking for her contact information. Asking if Enrichment can help with a Cultural Council account for the CSA.

Other Business

Asha met with Kristin Diebus in the front office and gave her access to the school calendar. She's all set! Asha has added everything on the CSA events calendar to the Pine Hill Events calendar. She has also added events that are age appropriate for Pine Hill students from the library to the calendar – eg Family meet ups at the Playground etc.

Sara Bates reminded us that food allergies are considered a disability within the state of MA and it is required for school and extra-curricular events. Open for further discussion. For the Fall Fest- working with Nicole Amato and Kara Hunt and kind to include allergy-friendly foods on the sign-up genius. Would like to have an allergy-friendly table at the fall event as well. We don't need to vote on having an allergy-friendly table presence at any future events. Trying to enlist some of the families that have kids with allergies to volunteer.

We can't set the precedence that we will always have allergy-friendly food options. But the goal is to work towards having allergy-friendly food options for future events that have food. May consider short training for others to take on volunteering at the allergy-friendly; give Sara options to not always be present or sole person responsible. May have a separate sign-up genius for events for people to help man the "allergy-friendly table".

From Joanna Sanborn, Community Outreach Coordinator: Just a quick note to say we'll roll out the holiday gift drive info at the next meeting. And let us know if you all have any feedback on the gift drive.

Motion to end the meeting at 10:34am made by Megha. Seconded by Arianna.

Next Meeting: Thursday November 2nd 7pm-8:30pm - Sherborn Library (Trustees Room) / Zoom

Attendees: ***Megha Kadiyala, Ariana Delaney, Irene Saranteas Bassalee, Kara McDermott, Lamees Kelley, Allison Gullingsrud, Yujie Zhang, Sara Bates, Emily Thomas, Courtney Williams, Jane Branch, Brooke Yarborough, Mary Lowder, Kristin Kohn, Raffaella Agostino, Christine Walsh, Laura Paradis, Mark Williams, Juliette Bench, Alissa Albers. Parent Kemberlie Grant (METCO, kindergartner) Divya Rhagavan, Julie Dreyfus,***