

Minutes
Hamilton Central School PTO Meeting
November 7, 2018 at 3:00 pm, HS Library

1. Welcome (3:02)
PTO Officers present: Jen Jones, Jen Chouinard, Karli Murray, Carey Hay (Regrets: Kathleen Stahl)
Meeting Facilitator: Jen Jones, Minutes recorded by Carey Hay
2. Ice Breaker
 - i. Pumpkin Walk Feedback
 - Really run family activity. Better power will be needed for next year to avoid tripping the breaker.
 - Don't hold on a day off from school. Music was a little too loud. More lights. Too long. Only needs to be 2 hours. Need more help gutting pumpkins across all classes.
 - ii. Best Means of Communication from PTO - Daily Bulletin, HCS homepage, email listserv, FaceBook, GroupMe, other suggestions?
 - Email! (Email!)
3. Jennifer Jones: *The Board of Education passed a resolution last month for a capital improvement project at HCS. It will be a multi-phase \$15.3 million project with a focus on infrastructure replacement/upgrades (roof, HVAC, plumbing, etc.). A public vote is scheduled in December.* We invited Matt Crumb, HCS Business Manager to talk with us about it today.

Matt Crumb: Thank you. Joining me today: Craig Schick, Acting Director of Facilities (retired in June but serving as Acting Director of Facilities until replaced). Pete Punzo, Interim Superintendent.

Go to [Presentation Notes](#)

- Craig came along to answer specific questions about facilities.
- We're here to provide an overview of the proposed capital improvement project which is the result of months of collaboration: BOE, admin, King & King architects from Syracuse
- Public vote scheduled for Dec. 2018.
- Goal in next 6 weeks: educate voters to garner support for this project. It's very important and long overdue. Last major capital project was a vote in 2006. Minor projects have been addressed thru regular operating budget.
- Most presentations of this type would show you nice pictures of how nice things are going to look - stadiums, new buildings, etc. I'm here to highlight work that needs to be done. It's not real glamourous but very important.
- Without these proposed repairs, the education process may be hindered, and we are exposing ourselves to potential health & safety risk for students.
- This community spoke very loudly in the form of a public vote against merger (at that time, capital improvements were put on hold). That time was followed by decreases in state aid. Ideal to keep a regular debt schedule. (can't roll debt over)

- King & King Architects proposal came out of a 2015 Building Condition Survey (planning tool for NY state and for school districts to identify work that needs to be done).
- Focus on infrastructure, stabilize our debt, long term plan to do more FUN improvements.
- Proposal includes multiple phases in order to ease impact on tax payer.
- Takes a long time in NY to get things done. We are trying to expedite a vote in December. Spring is a good timeline for the bidding process. Even with Dec. 2018 vote, no major demolition would start until Summer 2020.
- Biggest issues: Replace leaking roof. Heating/ventilation system. These are major problems adversely affecting student environment. What will be done in each phase will depend on bidding/needs. If bidding is best to get roof done in phase 1, put off heating until phase 2, etc.
- Minor Interior Upgrades: Replace some lockers which are original to building (1958). These were passed over in the 2006 improvements.
- HVAC - 3 different zones - a big challenge for Craig & crew. 2 steam boilers over 20 years old. They used to use fuel oil as a primary fuel source. That beat up boilers moreso than natural gas. Recently converted to Natural Gas, which is great in terms of cost savings.
- Portion of the building requires steam to heat. End goal, convert everything to hot water system.
- Pictures indicate equipment over 30 years old, controls also need updating. Would provide B&G department ability to heat much more efficient & effective ways.
- If you walk around the building indoors, look up in hallways, you can see evidence of leaks.
- Teachers can speak to what a disruption leaks in the roof cause in the classroom.
- High School wing - roof 30 years old. Auditorium, Agriculture, Elementary wings - roof all over 20 years old. HCS' roof is no different than your home in terms of life expectancy.
- King & King Architects sheet was presented to BOE and you can see the projected scope of work with some numbers. King & King document based on industry standards.
- I want to provide an explanation of 3 costs: Contingency, Incidentals, Escalation
 - “Contingency” - built in for unforeseen things that come up in the project/that you can’t anticipate
 - “Incidentals” - Soft costs: architect fees, legal fees, costs of borrowing money
 - “Escalation” - inflation factor between when bidding is done (Spring 2019) and construction
 - When these 3 numbers are compounded - it’s significant.

If there's extra money, in order to stay in line with the debt schedule, you have to stay within the money that was bid (may submit alternate bids thru the process)

Chart shows tax increase specifically for tax levy for this project. Initial proposal was over 3%. Spreading it out over 4 years is more favorable when putting it to a public vote.

Q: Is the discussion of the Merger open again?

A: Not that I've heard of! As I said, the community spoke very loudly in the vote against a merger.

Q: What if this proposal doesn't pass the vote? What will happen within the building?

Currently, it's expensive to repair things using our annual operating budget (we use repair “Reserves” for emergency situations, a little over \$100,000.00 currently, but soon projects will be too big to handle with reserves.) We really need this to pass the vote.

Q: What if work exceeds budget?

On the chance project work exceeds what's approved, something would have to scale back.

King & King Architect firm well respected firm, numbers fairly conservative, they have done the work at HCS in the past.

Bill Dowsland: To give you an example, during the last heavy rain the roof leaked onto a teacher's computer, all over papers that he needed to grade. Buckets were placed in classrooms and in the middle of stairwells.

Peter Punzo: We are humbly for asking for voter support. Honestly, we are concerned about getting thru the next year and a half (earliest time the work could start...). Feeling a strong need to go forward with this project. Regardless of what's happening with strategic planning/program offerings, these things need to be done no matter what. Strongly believe this is very important. We really are asking for community support.

Matt: I'd like to spread the word among voters. There will be presentations at Rotary club in town, at HCS Faculty meetings, and it will continue to be an agenda item at upcoming Board of Education meetings. Next week information will be posted on Board Docs, & posted on the BOE website. If you have other suggestions on public venues I could present to, let me know.

Thank you very much to the PTO for creating the opportunity for me to be here.

Jenn Jones (Thank you Matt, Pete and Craig for sharing this useful information!)

4. Reports

Superintendent: Peter Punzo

BOE engaged in a process to replace Superintendent, on target/on task/moving forward. As BOE member Cory Duclos likes to tell me: "Pete you are replaceable, and you are going to be replaced." Strategic Planning groups would like each administrator involved with each of the 4 goals, to work with staff to get goals implemented. There will be a formal presentation to BOE in January. Conversations about the 2019/20 budget have begun. Kudos to PTO for the job being done. Thank you.

Principal: Kevin Ellis

Today concluded PARP assembly - thank you to Kathleen Catania for organizing and Ms. Briggs for her tremendous help! Kids met the challenges. We do ice cream parties every year AND this year I accepted the challenge that at our next assembly, they will dump a bucket of slime on my head. PTO will post an invite on FB.

In November we are celebrating character word of the month, GRATITUDE. Activities to recognize each other, thankful for what they have, and it fits well with Thanksgiving. Chris Rogers made buttons to wear using his 3-D printer! Teacher gives one a day to a student, they will wear it for the day, teachers & staff will notice/high-five them all day in the hallways.

- i. Jess Poyer sending home "I am grateful form..." to post on bulletin board - slips will become turkey feathers.
- ii. SSA grant up and running for afterschool enrichment bunch

- iii. Jess Poyer - bittersweet transition out of classroom to managing the SSA program. Student Support and Academic Enrichment grant. Jess is coordinating after school programs & summer programs. Look for info by the end of November re: K-8 lego robotics teams, spanish offerings. Teachers have the chance to highlight an interest/hobby outside of what they are already doing during the school day. We will provide teachers with time, materials and relationships with outside professionals to team up in this endeavor. Beyond November, lots of other classes sketched out for the rest of the year. Possibilities: Toy take-apart, girls-on-the-run (Elementary & Middle School programs), board games, sensory sensations, MS Model UN, Science Experimental lab, etc. Get a hold of Jess Poyer if you would like to participate. Classes will run until 4:30 each day, there will be a 4:30 bus (the current late bus will leave about 25 minutes later). Currently looking for outside funding for snacks.
- iv. Parent dropped out of Parent Steering Committee - team working on a "making spirits bright" project. Classrooms in a fun competition to do a gift of giving for the community of Hamilton (collect cans, animal shelter, etc.) Classrooms that participate/name pulled out of a hat & that class will get a sleighride over to the town tree lighting. We need one parent to join our Committee: meets 1st Thursdays at 5. Let Kevin or PTO know.

Principal: Bill Dowsland

- v. Congrats to Pumpkin Walk Johanna - Tori & all the people involved.
- vi. Happy to report we've held two induction ceremonies recently: the National Honors Society and National Junior Honors Society Induction Ceremonies.
- vii. Hope you had a chance to see "Murder on the Nile", the High School Fall Drama production. Awesome job to Donna Moren and everybody involved in the production.
- viii. High School Steering Committee: Have 3 Parent volunteers and have picked our focus areas for the year: Social Emotional Health, Chronic absenteeism again, diversity training in our school
- ix. Congratulations to Melissa Cassulis for concluding a successful Red Ribbon Week (art and emotion/drug awareness). Kick-off speaker really had an impact on students.
- x. Athletics: winter sports have started. Happy to report HCS is going to field a JV Basketball team this year. We will have 2 modified teams, JV and Varsity. Swimmers at S/E, Wrestlers at M/E, Ice Hockey.

PTO President: Jennifer Jones

- xi. Logo - Thank you, Mr. Bane and Mrs. Kowalski for all your hard work on the PTO logo!
- xii. Thank You Notes - passed around to share messages of gratitude with all
- xiii. At last night's BOE meeting, the Board asked the PTO to ask parents for Superintendent Interview Questions: - Submit no later than 11/10 to hamiltoncentralpto@gmail.com. Will compile and submit to BOE.

PTO Treasurer: Jen Chouinard

Donations/Income

- xiv. Income
 - Alternative fundraiser current total just over \$1000.00!
 - Yankee Candle total of 61 sellers from pre-k thru 12 grade! We do not have net profit total yet as we are waiting for Yankee Candle to process orders.
- xv. In-Kind Donations

- HUGE thank you to all who baked, donated water/food and worked the table for the All County Concession stand on 10/27 and after school on Monday 10/29

<u>Approved Requests</u> since October 3rd meeting		<u>Pending Requests</u>	
Activity	Amount Approved	Activity	Requested Amount
Back to School Welcome (updated total)	175	Bake Sale - supplies (66) + extra snacks,drinks, misc for meetings (75)	143
Playground Cart (completed)	305	Ski Club Scholarships	?
Prize Speaking Contest (3-5th grade)	200		

b. PTO Coordinators (reports vary based on current initiatives)

- Literacy: Sheila Catania
 - Donate your books. Book Drive (Parry's, Library, Spot, HCS front door)
- Parents As Reading Partners (PARP)
 - Reading Fair - 3 volunteers needed on Friday 11/16 to hang posters
- Fundraising: Danielle Bikowsky
 - I grew up, went to, graduated from, and now have a daughter who is a senior at HCS. Hope to report on a fundraising initiative at an upcoming meeting.
- Garden/Playground: Amy Sommers
 - Weeding Wednesdays have been getting rained out! Will start again in Spring.
- Health & Wellness: Tara Langel
 - It's basketball season! PTO would love to find Tara a co-coordinator
- Box Tops: Jackie Cleary, Jen Briggs
 - \$297 earned from November 1 submission. Just sent sheets around again.
- Hospitality: Melissa Cassulis, Julie Hengst
 - Kids in childcare currently working on craft to decorate PTO Bulletin Board.
 - Thanksgiving "thank you" teachers simple lunch scheduled for 11/16. Cornbread, cookies, chili crock pots. PTO will set up sign-up.
 - Chris Rogers is very excited!

5. New Business

- Approve Minutes from October Meeting (Approved.)
- Volunteer Opportunities:
 - Elementary Reading Fair posters (during parent/teacher conferences)
 - Tori Kowalski: Holiday project volunteers - chart of classes (come in when your children are NOT in session...) PTO will circulate sign-up.
 - We will need a teacher Supervisor to cover January 3:00 PTO meeting.
- Announcements
 - Thank you, Mr. LePage, Molly Stahl & MS babysitters for providing child care/supervision today! And thank you Mrs. Kowalski for allowing use of the Art Room.
 - December Meeting Save the Date - December 5th, 6:30pm

6. Adjourn: 4:01