

**Haverford Middle School PTO  
Meeting Minutes 9/10/13 HMS Library**

A meeting of the Haverford Middle School (HMS) PTO was held in the HMS library.

**In attendance:** Dan Horan (Principal), Katie Campbell (Teacher Representative), Nichole Bethel (President), Jen Hufnal (Vice-President), Maria Purdy (Treasurer), Merri Lee Newby (Secretary), Jen Eisenhuth, Ray Betz, Tricia Mazzella, Nicole McKeown, Elaine Lamberto, James Lannarella, Meg Thompson, Cara Runk, Linda Short, Diane Santori, Anna Cohen, Jennifer Dixon, Sherri Leak, Beth Zukowski-Dougherty, Lillian Mittleman, Denise Weiss, Angela Helfer, Lou Montresor

President Bethel called the meeting to order at 7:00 PM.

**Opening of Meeting and Greeting/Introductions**

Ms. Bethel introduced this year's PTO officers and mentioned that Dawn Gray, who was not in attendance, is the PTO recording secretary and Lillian Mittleman (in attendance) is our PTO web-master. All those in attendance then introduced themselves.

**Update on Membership Drive and Directory**

Ms. Bethel and Ms. Purdy provided an update on the membership drive and directory sign-ups. To date, approximately one third of the families have signed-up for the directory and membership. Not all who have signed up have paid their dues yet. Ms. Bethel said that many will pay for their membership at Back-to-School night. This is a major fundraiser for the PTO and the deadline may be extended in order to get more families signed-up. Ms. Bethel said the goal will be to have the directory ready in October. Several questions came up in relation to paying for the directory via PayPal, using PTO Manager and also Power School. Ms. Purdy and Ms. Bethel responded by reviewing where to find the appropriate information/links on the PTO web site ([www.hms-pt.com](http://www.hms-pt.com)) and the possible need to re-register in PTO Manager if one had an eight grader that moved on to ninth grade and now has in incoming sixth grader.

Mr. Horan said that parents can e-mail him directly if they are experiencing technical problems registering on the Middle School web-site and that he will forward the e-mail to the appropriate person who can help. This was in reference to Haverford School district E- alerts

**Budget for the 2013-2014 School Year**

The 2013-2014 budget was reviewed by Ms. Purdy. Copies were distributed to those in attendance. There were several questions and items for discussion including the following: Ms. Bethel reported that Kathy Kerns-Phillips plans to take charge of Box Tops fundraising and has several ideas for increasing participation in that program. Several parents expressed a desire that the PTO promote the Target and Giant programs

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more since it seems like a simple way to raise funds. The Swiss Farms program was also suggested as one that provides a good return. There was a question as to whether or not the Impact evaluations paid for by the PTO are offered to all students or just student athletes. Ms. Bethel will check on this and report back to the PTO. Ms. Bethel also informed the PTO that four changes need to be made to this budget this year as follows: Expenses Line Item 11 will be decreased to \$200 and Line Items 12 and 13 will be removed; also Line Item 15 (e) (5) will have the date changed to 2014 (assuming another Wizards event is booked this year for next November 2014). *Given the need for several changes to the budget, Ms. Bethel made a motion to vote on the budget with the necessary changes shared and it will be reflected in the budget at the next meeting. Ms. Zukowski-Dougherty seconded her motion and it was approved unanimously by acclamation.*

**Upcoming Events**

- **Box Tops** – Ms. Kerns-Phillips was not in attendance to report but it was shared that she is thinking of having a competition to increase in interest and participation in the program.
- **Back-to-School Nights** – Ms. Bethel reported that there will be three Back-to-School nights this year on Tuesday 9/24 at 6 PM (6<sup>th</sup> grade), Wednesday 9/25 at 6:30 PM (7<sup>th</sup> grade) and Thursday 9/26 at 6:30 PM (8<sup>th</sup> grade). More parent volunteers are needed to staff a PTO table (answering questions and collection dues) and in the computer room (help parents with registrations). Ms. Bethel will be sending an e-mail requesting more help on these nights.
- **6<sup>th</sup> Grade Dance** – Beth Zukowski-Dougherty and Trish Mazzella informed the parents that there will be a planning meeting on 9/18. They are looking for more volunteers to help with the dance. Ms. Zukowski-Dougherty is seeking more ideas for raffles. Costumes are required for entry to the dance which will take place on 10/25 from 7 to 8:30 PM.
- **Harlem Wizards** – Lisa Garcia was not in attendance to report. Ms. Bethel described the event for those who did not attend last year. It is a district-wide family fun night where teachers and staff play a basketball game against the Wizards. It is like a Harlem Globetrotters game. This year's event will be Saturday, November 9, 7-9 PM and more information is forthcoming.

**President's Report**

- **Activity Nights** – These were stopped for several years while the school was under construction, but there is a plan to have three activity nights this academic year. Students pay \$5 for the event which lasts from 6-9 PM with a DJ, sports, games and pizza. Mr. Horan said that the activities would all take place in one area of the school (Gym A/B, cafeteria and nearby classrooms). This is a school-sponsored event, but PTO volunteers will be needed (chaperones, serving pizza, facilitating games, etc.).
- **Haverford Recreation Department** – Information from the Recreation Department is

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available in the library.

- Spirit Wear Sale – Ms. Bethel passed out images of the items that were offered in the back to school sale. There were 60 orders. The sale will run again in late October/early November. Once orders are placed, it takes two to three weeks until they are filled then they can be picked up at C&M Sporting Goods in the Manoa Shopping Center. Amanda Ciarlante runs the sale and parents can e-mail her with suggested items to include in upcoming sales.

**Teacher's Report**

Ms. Campbell said that they had an awesome start this year and are looking forward to a great year.

**Principal's Report**

Mr. Horan provided a separate agenda for his portion of the meeting.

- Opening -- Mr. Horan said there was a great opening this year. He informed the PTO that they rebuilt the schedule in the computer, a project that was started in December 2012 and completed in the summer; things went very smoothly and the system seems to be working well. He regretted the team name error that occurred and said that won't happen again. He said there were many new families this year and that there are over 400 students per grade.
- Back-to-School Night – Mr. Horan described this year's changed format for the Back-to-School nights. Each grade will have its own Back-to-School Night. Each will begin with overviews in the auditorium then parents will move to other locations for team presentations. This will allow parents much more face time with their child's team teachers. About 20 minutes of the evening will be spent in the auditorium and up to an hour with the team presentations. Additional time is allocated to 6<sup>th</sup> grade (thus the 6 PM start time) for the presentation on Camp Canadensis. Mr. Horan talked a bit about team structure and how it is different for the 6<sup>th</sup> grade teachers, each of whom teach two content areas (e.g., language arts and social studies). They are revisiting the issue of team structure and considering making the 6<sup>th</sup> grade structure content specific (e.g., each teacher would teach one content area not two) as this could lessen prep time for teachers while also allowing for more flexibility with class size. Mr. Horan also responded to a question about staff split in 7<sup>th</sup> grade language arts.
- Parent Feedback Survey – Mr. Horan was pleased to share that HMS improved in every category on the Parent Feedback Surveys and that the motto here is "continued improvement". HMS was the only school in the district to improve in all 23 rating categories. He did not recall the percentage of parents responding but said there were more this year than last year. He encouraged parents to complete the Feedback Surveys and said the district really looks at the data and takes the feedback seriously.
- PSSA Results – Reading 87% Advanced and Proficient; Math 91% Advanced and Proficient, Science 79% Advanced and Proficient; Writing 88% Advanced and

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Proficient. Mr. Horan informed the parents that Reading was 89% last year but the other three areas improved. The staff is actively looking at particularly the Science PSSA to implement a strategy to bring that score up. He observed that the 4<sup>th</sup> grade Science PSSA is more of a literacy test and the 8<sup>th</sup> grade Science PSSA has more science content. He also shared that the Governor petitioned the federal government (US Dept of Education) for PA to be absolved from needing to meet AYP. The request was granted. Mr. Horan said they would like to see all of the scores reach the 90<sup>th</sup>%. Here is a link to the PA DOE explaining the granted waiver (*thank you to Ms. Bethel for providing the link*): [http://www.portal.state.pa.us/portal/server.pt/community/federal\\_programs/7374/p/1433522](http://www.portal.state.pa.us/portal/server.pt/community/federal_programs/7374/p/1433522)

- **Keystone Results-Algebra** – Mr. Horan shared that the 8<sup>th</sup> grade A1 students achieved 100% Proficiency (57 Advanced, 1 Proficient). Mr. Horan said that in response to feedback that school is not challenging enough for some students, more students are being offered placement in 1A math this year. Children in 5<sup>th</sup> grade with a minimum of a 92% on every assessment were eligible for 1A and 1A has been expanded from 2 to 3 sections in 6<sup>th</sup> and 7<sup>th</sup> grades.
- Mr. Horan said there are two teachers out on maternity leave this year and that three teachers retired: Smitty Sabatini, a veteran of close to 40 years in the district, and Chris McShane, and Meg Frick.
- Ms. Dixon asked if it would be possible in future to e-mail student schedules out at the same time. Mr. Horan responded that this is something to consider and that it's got to be possible.

**New Business**

Ms. Bethel said she will consider changing the date of the first PTO meeting next year to a different week in September 2014 to minimize conflicts with elementary school Back-to-School nights. This is something that can be discussed and decided over the summer of 2014 when the Principal and PTO President meet. The parents agreed this would be helpful and could boost attendance at next year's first PTO meeting.

The next PTO meeting is scheduled for Tuesday, October 8<sup>th</sup> at 7 PM in the HMS Library.

The meeting was adjourned at 8:24 PM.

Respectfully submitted,

Merri Lee Newby  
Secretary