Cape Elizabeth High School Parents’ Association

Minutes of Meeting of Board and Members

A regular meeting of the Board and Boosters members was held in Cape Elizabeth, Maine at the Cape Elizabeth High School conference room on Ocean House Road, Cape Elizabeth, Maine on the 25th day of April, 2019 at 8:00am, pursuant to the call by the president and notice in accordance with the bylaws.

Present were: Claire Depke (President), Tom Hamerski, Michelle Frost, Eileen Hetrick, Pam Torre, Maureen Clancy and Jeff Shedd

The following items were discussed:

1. Welcome: Claire Depke opened the meeting at 8am.
2. Treasurer’s report: Tom Hamerski reported that the working budget is currently $5,672.80. It is official! The HSPA has received confirmation of the tax exempt, 501c3 status and we have a tax identification number.
3. Hannaford Grocery Card Program: Michelle Frost reported that the number of participating families has not increased for the Hannaford program; this month checks totaled $5,545.00. She will talk with Janet about having the Hannaford submittal deadline added to the calendar dates at the top of the weekly newsletter. The program will run throughout the summer, which will require families to pre-date checks for July/Aug/Sept or mail them directly to Michelle prior to monthly deadlines. Claire would like to have plans in place for September information nights as a focus to raise awareness. Jeff Shedd reminded us that the Info Night for Freshman families is usually on the first day of school. [*Earlier notes state that if HSPA re-establishes 501c3, then EBT bank fees can be further negotiated; and to re-visit having direct deposit (ACH) once the 501c3 is re-instated.*] The next deadline to submit checks is May 8, 2019.
4. Teacher Appreciation: Teacher Appreciation Day is on May 9th; Liana Erickson is chairing this luncheon and Pam Torre will verify that organization has started. HSPA is looking for a person to chair this committee for the 2019-2020 school year.
5. Grants: No new grant applications were submitted to HSPA. Maureen Clancy will contact Aaron Filieo to verify that the *Leadership Academy* materials have been given to Jeff Thoreck for use by all teams.
6. Miscellaneous:

Jeff Shedd communicated that a lot of people, students and parents, are talking about the PowerSchool Portal and reiterated the intent of the use limitations were to lower stress. The plan is to continue as a pilot program and surveys will be distributed to gather opinions.

The Prom is on May 18, 2019 and is in need of 3 chaperones.

Directory and Craft Fair funds still need to be dispersed to parent organizations.

There is a Tri-Parent meeting next week that Liana will go as HSPA representative; we need contact info for the Cape Challenge since HSPA is responsible for getting volunteers and 2 parent liaisons for the event. One third of the proceeds goes to Jr class for Project Graduation.

HSPA is in charge of the directory for the 2019-2020; People and roles should be in place by May to get started on obtaining sponsors.

Michelle mentioned the “Sandy Hook Promise” is a good initiative that not only focuses on school safety but also provides programs such as ‘start with hello,’ to counter balance the lockdown drills, etc.

1. Next steps: The next meeting is scheduled for May 23, 2019 at 8am; this is the last meeting of the current school year. All positions will be confirmed. If you are an outgoing position, please take some time to create a description of the position with important dates listed.

The meeting was adjourned at approximately 8:40am.

Dated and signed by:

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Eileen Hetrick

Secretary, Cape Elizabeth High School Parents’ Association