

CHAMPLAIN PTO

PTO Meeting Minutes Feb. 18, 2019

Attendees: PTO board members: Kerrie Mathes, Jessica Blackman, Rebecca Granis, Katlyn Morris, Vanessa Berman, Tammy Charbonneau, Betsy Patrick, Erica Houskeeper

Champlain community members: Megan Fitzpatrick, Angela Duquette-Catlett, Jen Coleman, Christine McConnell, Mia Hockett, Kathlin Bibens, Ruth Henry, Jeff Wick, Heather Chernyshov, Marie Frieze, Seth Frieze, Katy Wallace, Sirad Hirsi, Laura-Rose Shepherd, Joe Dery

Champlain Principal Search

The meeting included a lengthy discussion about the search for a new Champlain principal for the 2019-20 school year. BSD board member Jeff Wick said that the BSD Superintendent will recommend a final candidate to the school board, and the school board will make the final hiring decision.

Questions the PTO will pose to BSD Superintendent Yaw Obeng, BSD Senior Director of Curriculum Stephanie Phillips, and District Principal Bonnie Johnson-Aten, include the following:

- Can community and CES staff be on the hiring advisory team?
- As a community, can we suggest potential members for that advisory team?
- Can the Champlain community review the results of the teacher survey and school survey being sent out in February? *(see more details below in process and timeframe section)*
- How is the principal position advertised?
- Are we sharing candidates with Flynn? Will those candidates be considered for Champlain?
- What is the policy around interim vs. permanent principals?
- Is reference checking part of the process? Will you heavily weigh this as part of the criteria?
- Can we watch a “sample” of their work? Or provide a sample scenario to hear the applicant’s view? Or see them role play or ask them to visit the school for day to interact with students/teachers/staff?
- How will we provide input on the “meet the candidates” event on March 20?
- Are you going to take into account results of the Climate Survey?

- If we don't find an optimal candidate, then what? Will deadline be extended?

Parents/community members also shared that the new principal should demonstrate well-established organizational skills and experience executing and clearly communicating policies and procedures.

BSD Process and Timeframe for Champlain Elementary Principal Hiring for 2019-20 School Year

Week of February 11

Champlain staff received an electronic survey. The responses will be used to guide the internal search advisory team in reviewing applications and identifying questions for the initial interviews.

Week of Feb. 18

Champlain parents/community will receive a link to complete an electronic survey, and additional details will also be posted on the BSD website. Russ Elk, BSD communications specialist, takes care of sending/posting this information.

Friday, March 8

Internal search team reviews applications and determines candidates to interview.

Wednesday, March 13

Internal search advisory team conducts interviews and determines finalists.

Wednesday, March 20 – Meet the Candidates

Teachers will meet the candidates from 3:30-4:30 p.m., and parents/community will meet the candidates from 5:30-7 p.m. Interview questions for the evening session will be created based on feedback from the parents/community survey. More details to come.

After March 20, Superintendent Obeng will recommend a final candidate to the board.

**All the March dates are tentative as schedules need to be checked and logistics need to be confirmed. Based on the district calendar, March 20 appears to be an evening with no other events scheduled.

Big Change Roundup

Big Change Roundup kits went home with students this month to help raise money for the UVM Children's Hospital. Teacher Betsy Patrick and parent Ruth Henry are taking the lead on the Big Change Roundup this year. A school wide assembly celebrating students' efforts will be **Monday, March 18 at 8:20 a.m.**

Yearbook:

- Seeking family business sponsors. Contact Vanessa Berman at melamede@gmail.com.

- Seeking yearbook photos. Please email your images to champyearbook@gmail.com.

Champlain Talent Show

- Auditions will be March 7 at 3-4 p.m. in Ms. Bellavance's room
- Participants must attend one rehearsal a week until the show, either on Tuesdays or Thursdays, beginning March 12 or 14.
- Talent show and PTO bake sale will be **April 17 at 6 p.m.**

PTO Budget Update

The PTO has spent \$16,977 this school year on grants, and has a remaining \$1,280 to be spent. The budget for its FY 19 budget (July 2018-June 2019) is \$25,100, and year-to-date revenue is \$6,846.

Five Guys Fundraiser

The next fundraiser is at Five Guys on Tuesday, March 12 between 4-10 p.m. 15% of sales will be donated back to CES.

In School Book Fair During March Parent-Teacher Conferences

March 28 and 29 in the CES library

Trivia Night

May 15 at Queen City Brewery/Pizza 44

Plant Sale Needs

The Outdoor Committee, which oversees the school-wide gardening project, is seeking 3-4 inch plastic pots, starter mix and potting soil for the May plant sale.

Parking Reminder

Please do not park in handicapped parking spots at Champlain if you are not legally allowed to use those spots.