



IACA Meeting Minutes

Date: November 8, 2017

Location: IACS Library

In Attendance: Jo Anne Frazier, Michelle Balbat, Faby Kelley, Kelly Ash, Angela Caputo Griswold, Jessica Francisco, and Greg Orpen.

Call to Order: 7:00pm, Jo Anne Frazier

1) Welcome:

2) Review Minutes:

Motion to Approve Minutes: **MOTION:** Michelle moved. Heather seconded. All in favor. None opposed. Motion carries.

3) Completed Events:

a. Halloween Dance: Faby

i. General: Dance went better than she expected. Volunteers fell into place and rotated when desired. Faby will create document regarding needs on snacks and drinks to save for next year. Tickets were \$5/person. Made enough to cover DJ, who was great! Kids had a blast. Faby couldn't find the ladder to hand decorations up high, but switched to using the pop up decorations only and it was fine.

ii. Attendance: Attendance was good for 5/6—105 students, but low for 7/8—only 56 students. Discussion as to whether this was due to decreased interest in 7/8, a function of the Saturday evening date when 7th and 8th graders tend to have other social engagements, or whether it was the proximity to Halloween—too many other plans in place. Hard to have both dances on Fridays due to availability of space and do not want to do it too early b/c kids may not have their Halloween costumes set yet. IDESA to switch 5/6 and 7/8 for Spring dance: 7/8 on Friday evening and 5/6 on Saturday evening to see if 7/8 attendance improves.

iii. Issues:

1. Attendance of kids on the spectrum: A child on the spectrum attended and parent wanted to stay to support child. Problem b/c no way to confirm parent's CORI status on the spot. Volunteers cannot have a list of CORIed caregivers due to privacy concerns. The parent ended up waiting in car and was available if needed. A dance volunteer stayed with the child, which was good for the child but made it difficult for



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other volunteers b/c they essentially lost one volunteer whose responsibilities had to be absorbed by the rest. Also, not great to require parent to sit in car. IDEA was to have a waiting room of sorts for parents in this position, so the parent would be in the school but not at the dance and the child would have access to the parent if necessary. We'll try that next time issue presents.

2. Awarding of Prizes: Students/volunteers were upset about how prizes for best costume were awarded. Seemed more like a popularity contest than a costume contest. DJ selected a few kids and help his hand over individual kids' heads for the group to applaud. The more popular kids got more applause, even if their costumes were not particularly creative. There were lots of hurt feelings. IDEA to have the volunteers pick the best costume to avoid the issue next time.
3. Student Dismissal: As always, student dismissal was a challenge. Did not want to let kids out into the dark parking lot without a parent. Kids were pushing to get out and adults were pushing to get in—making it hard to match child with caregiver. Years past, a teacher who knew kids and parents would see a parent and call for the child. Hard to ensure such a person would be in attendance at each dance. Greg said he would sharpen the message to parents about picking up kids from dance. IDEA to have parents line up outside and come in to match with child one at a time and dismiss child accordingly.

- b. Yankee Candle: Bernadette. Successful and online orders still coming in. Made \$3,040.80 in PROFIT so far!

4) Ongoing/Upcoming Events:

- a. Dining for a Cause: November is Owen and Ollie's in Dracut. This is being publicized in The Hawk and on Facebook. Greg will send an email blast targeting families in Dracut.
- b. Quality Night Store: Angela.
 - i. Small "store" set up in library for students to buy supplies (tri-fold presentation boards, markers, index cards, glue, etc.) to prepare for Quality Night—usually the week before QN. The store is a convenience for the students and not a fundraiser for IACA. Quality Night is an evening in December and in the Spring where students present a rubric to other parents.
 - ii. Supplies are all set. Angela will reach out to Melissa K. re: store hours.
- c. MS Dances: Faby is working on Spring Dance. Decided to switch 5/6 to Saturday, January 20 and 7/8 to Friday, January 19.
- d. Embrace Winter Social: Angela. Family/community event.
 - i. Ice Cream: Should people pay for it?



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- ii. Art Show: Is it on the same night again this year. Angela will reach out to Jennifer Shaby.
 - iii. Vendor Fair: The Basket Raffles are coming back this year, so we will not have the Vendor Fair component. Vendors did not do that well last year, especially considering the effort each vendor put into the event.
 - iv. Raffle baskets: May be hard to pull off. Should start looking for point-people to put together baskets for each team soon. Plan to have 8 baskets: 5/6 EC Team; 5/6 CM Team; 7/8 PS Team; 7/8 SD Team, 9th Grade Team; 10th Grade Team; 11th Grade Team; & 12th Grade Team. Will need to come up with themes for each basket. When we seek donations to the baskets, we'll have families drop them off at the office, with a label identifying the basket the donation is for. We will also accept cash donation for basket point-people to buy items for the baskets.
 - v. Angela will meet with co-coordinator Kim Bilawchuck asap.
- e. SCRIP: Bernadette. Publicizing SCRIP through Hawk, email, and Facebook. Gift card purchase program where IACS gets a % back for each card people purchase. Supplier list is virtually endless. Orders sent in by Friday will be returned Monday or Tuesday of the following link. Cards not mailed home. Bernadette will set up a table at pick up for students to take cards home. Discussion about whether to advertise SCRIP specifically as a platform for teacher gifts. Decided to identify teachers as part of the population for which gift cards could be bought.
- 5) New Business: Greg
- a. IACS Cares: Our school admin has fielded questions from teachers about support students who have fallen on hard financial times: homeless, death/illness in the family, etc. Unfortunately, staff directly supporting students raises a whole host of conflicts. We'd like to establish a fund whereby IACS staff, IACA, and even parents through direct donations (in lieu of teacher gifts?) make a donation to an IACS Cares fund. On the receiving side, IACS staff would monitor needs that they become aware of, and we could purchase gift cards for the holidays. Perhaps this could be incorporated with the Script program? Would IACA be able to contribute "seed money" to this program. \$500 suggestion. Jo Anne confirmed that the money is in the budget
MOTION: Kelly moved that IACA contribute \$500 seed money to the fund. Bernadette seconded. All in favor. None opposed. Motion carries.
 - b. IACS Drama's Trip to NYC: Tuesday, December 12th, in the afternoon. Drama will perform on a small Broadway stage. An unplanned, unique event and one that we should celebrate as a community. Would IACA consider supporting this trip by offsetting some of the cost of licensing and theater rentals by \$500? Traditional fundraising avenues (selling programs, etc.) are not available given that this is not a local event. Discussion: Jo Anne confirmed that there is money in the IACA budget for this request. In the past there was a line-item in the IACA budget for IACA to help MS/HS



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Athletics, and Drama if needed. Concern about equity with athletics. If athletics in similar situation, IACA would support, so do not think athletics would find this unfair.

MOTION: Jess moved that IACA contribute \$500 toward the unplanned expense. Kelly seconded. All in favor. None opposed. Motion carries.

- c. High School "Model UN" program: IACS has another team of students participating in Model UN events at both MIT and UML. IACS is committed to pay the registration fee and students will certainly be fundraising for their lodging at the MIT conference. Would IACA consider sponsoring the team in the range of \$500-\$750, which would be approximately 50% of the hotel cost. **MOTION:** Bernadette moved that IACA contribute 50% of the lodging, up to \$750. Bernadette seconded. All in favor. None opposed. Motion carries.

6) Book Fair: Rachel Henry and Laurel Richman need shadows.

7) Open Committee Chairs 2017-2018

- a. Hospitality
- b. 8 Grade Moving Up

8) Next meeting Wednesday, January 10, 2017, 7PM.

9) Adjourn: 8:55pm

Respectfully submitted,
Angela Caputo Griswold, IACA Secretary
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