



Community Day Charter Public School-Gateway
 Parent Advisory Board
 Meeting Minutes
 November 1, 2018

Attendance: Nikky Rodriguez, Lucia Rondon, Julio Trinidad, Yoraider Castillo, Christina Lopez, Carin Moriarty, Ingrid Portorreal, Sarah Steinberg, Luisa Arce, Josselyn Marrero, Sean Lauwer, Jason Rivera and Pierce Woodward.

Welcome: Meeting was called to order at 6:03PM by Yoraider Castillo-PAB Co-President.

Approval of Meeting Minutes: A motion was made and seconded to approve the May and October 2018 meeting minutes. All were in favor.

Gateway ELC Head of School Report (submitted by Ms. Sarah Steinberg)

ELC →

- Super successful Potlucks and Book Fair! Great turnout with lots of great food and ELC earned \$250 profit from book fair and were able to buy a few books for each classroom

K1 →

- Learning about Community Helpers- had a judge, optometrist, baker, nurse, and dental hygienist visit the classrooms and teach them about their professions. Kids got to take home lots of cool stuff and all 5 visitors said we were the most well-behaved students they'd ever worked with ☺

K2 →

- Finished their CKLA Stories unit and their culminating activity was to get into groups and perform some of the stories they read, such as Goldilocks and the Three Bears. Students were each assigned a role in one of the stories and performed for the other groups and some other classes.

1st →

- Students have been getting really into writing in 1st grade. They've been doing a lot of journaling and also working on writing narratives. They've edited and published some work as well and had the opportunity to include illustrations and present their pieces to their peers.

Upcoming November events:

Monday	Tuesday	Wednesday	Thursday	Friday
			1	2 Dress Down Day
5	6	7	8	9
12 No school	13	14	15	16

19	20	21 ½ Day End of Term 1	22 No school	23 No school
26	27	28	29	30

Gateway Lower School Head of School Report (submitted by Mrs. Carin Moriarty)

- Grade 2 is studying space and is currently working on writing space narratives- we are excited to see all the great stories our students create! We are also getting ready to create bar graphs using data from our classroom- we are excited to analyze the data to determine what our second graders favorite subject is!
- Grade 3 is studying Native Americans using the anchor text Eagle Song. As part of this unit, students will be working in groups to create plays about different aspects of Native American history. This is sure to be an exciting culminating project for our students! Students have also begun studying the new third grade skill of multiplication and will soon be able to share with you all their math fact knowledge!
- In fourth grade, students are studying the Civil Rights Movement and thinking about its application to our world today. As part of this unit, students will be creating short movies about different aspects of the Civil Rights Movement and have a film festival to share their movies at the end of December- we are really looking forward to this exciting event!
- We have several upcoming field trips this month at the Lower School, including an all school field trip to the New England Aquarium. Grade 4 will also be taking a trip to the JFK Museum as part of their study of the Civil Rights Movement.
- This month at the Lower and Upper School we will also be holding our term 1 literacy event, “Live in Literature.” This event will take place during school and on this day, students will be immersed in literature in a variety of exciting ways- more details to follow!
- Thank you to all those who attended our potlucks. A great night of food and conversation was had by all!
- Warm clothes are a necessity as the weather changes. All students are expected to have a jacket, which they can wear outside for recess, and physical education.

Gateway Upper School Head of School Report (Submitted by Mr. Pierce Woodward)

- Thank you to those who helped out with the Book Fair and to all who contributed Box Tops.
- In fifth grade, students have been reading *I Am Malala*, the memoir of a Pakistani teenager who stood up for girls education.
- In ELA, 6th graders finished reading a biography of John James Audubon and visited the Joppa Flats Audubon Center in Newburyport, where they got to do some birdwatching through binoculars and the enjoy lunch on the beach at Plum Island. Thank you to PAB for supporting this trip.
- Thanks also to PAB for supporting a 7th grade trip last week to see *Sherlock’s Last Case*, a Sherlock Holmes mystery that connected to students’ recent reading of the mystery *Down the Rabbit Hole*.
- The Adventure Club has taken three trips this fall, including two overnight camping trips in the White Mountains and a day hike with 5th graders in Harold Parker Park.
- Gateway’s fall sports winding down with our flag football Super Bowl scheduled for November 21 at 9:30 a.m. at the Farm. On October 16, Cross Country participated in the CDCPS Cross Country Classic at the network’s farm at 3 Ballard Road in Lawrence, racing against Webster and Prospect. Basketball starts at the end of November with practices and games at the Old Lawrence High School.

PAB Funds Request:

- Mr. Sean Lauwer, Upper School 7th grade English teacher, attended the PAB meeting to request funds to purchase books to continue growing the Upper School's library. Mr. Lauwer explained that the school will purchase rich literature for the students and want to get enough so each student has a copy. Mr. Lauwer also shared that the books would benefit not only the 7th graders but would be used for the younger students when they enter 7th grade. Mr. Woodward said that school would also be purchasing some of the books needed. PAB provided the Upper School with money last year for the library as well. Mr. Lauwer requested \$400 towards the purchase of books. A motion was made and seconded to approve giving the 7th grade \$400 towards the purchase of books.
- K2 classrooms will be having Barn Babies visit the school on 12/5/18. K2 will be studying Farms as part of their ELA curriculum and Barn Babies will bring different farm animals to the school so students can get a hands on experience. Barn Babies will cost \$462 so K2 is requesting PAB to pay \$300 and the K2 students will pay the balance (\$4/student). A motion was made and seconded to approve paying \$300 towards the Barn Babies visit for K2 classrooms.

Parent Advisory Council Report: N/a**Financial Report:** Ingrid Portorreal, Treasurer, reviewed the financial report:

- Beginning balance is \$10,751.85
- there was no income since the last meeting
- expenses totaled \$24.43 (September PAB meeting refreshments)
- Ending balance is \$10,727.42

Fundraising Report: Christina Lopez, Fundraising Coordinator

- CDCPS-Gateway submitted a total of 3,348 box tops for the fall submission. The check amount should be \$334.80 after box tops are verified. The classrooms that collected the most box tops are ELC-K2B, Lower School-2B and Upper School-5A. These classrooms will receive a pizza party. Students that submitted more than 50 box tops received a homework pass. Thank you to the students and families for submitting their box tops. The second collection of the school year will be in February 2019.
- Thank you to all of the parents for obtaining donations from local businesses to include in the calendar raffle. We received enough donations for each school day during the month of December 2018. Passed out the rough draft of the calendar raffle and it was reviewed. Two of the days would be cash prizes in the amount of \$100 and the rest of the days would be gift cards to local salons, restaurants or gyms. Ms. Castillo asked if the Choice Fitness memberships could be combined to be won on one day. Mrs. Lopez said it could be combined as one prize but it would need to be replaced with 2 other donations. Other possible donations were discussed such as a gas card from Haffners or a fun family place. Parents in attendance would try to get other donations to combine the Choice Fitness and replace it. Mrs. Lopez also discussed the 2 quotes received to have the calendars printed, staples together and numbered. One was for \$324 and the other one was for \$455. Mrs. Lopez shared that she is still waiting on the Greater Lawrence Technical School Graphics Dept. to get back with a quote. Mrs. Lopez said that she would go with the cheapest quote which at this time was \$324. She will be emailing the GLTS to f/u with them. Parents in attendance liked the calendar ticket rough draft and it was agreed again to have each calendar cost \$5. The calendar raffle tickets will be bundled in a book of 10 and each student will receive 1 book to sell. Students/families are not expected to sell if they do not want to. This fundraiser is optional. This fundraiser will begin on Tuesday, 11/13 and end on Friday, 11/30.

Events Report:

- The annual Winter Potluck event will be held on January 10, 2018 at the Greater Lawrence Technical School. We will be using the cafeteria. Gateway ELC classrooms will make centerpieces and PAB will purchase balloons to decorate the cafeteria. No other decorations will be needed. Families will provide the food that is served and each classroom will be assigned what to bring (appetizer, main dish, salads,

dessert, or drinks). The raffle baskets are a big hit at our potlucks. With the addition of 7th grade this year, we will need to decide if we want to add a repeat basket that is popular or create a new theme for that grade. This will be an agenda item for our next meeting. We will also need to get basket coordinators to pick up all the donations and assemble the baskets. The flyers will need to go out right after the December PAB meeting. Entertainment was provided by one of the Lower School's student father; he deejayed the event and donated his time to the school. Mrs. Rodriguez, Lower School Operations Manager, will follow up with the father of the student to see if he is available and willing to donate his time. At last year's potluck, PAB did a 50/50 raffle and it was put on the table if we do it again. Mrs. Lopez said that the 50/50 did not raise as much money as anticipated and people were confused with the basket raffle tickets and the 50/50 raffle. Mrs. Lopez suggested only doing the raffle baskets. The baskets are popular and students and families know what to do with the tickets. PAB agreed to only sell tickets for the raffle baskets.

- Best Buy Book Fairs were at the ELC and Lower/Upper School in October. Overall, it seems both schools did well with selling books. It is nice tying the book fair to a school event and we should continue doing so in the future. We will know what each school sold and would be getting back in books next month because Ingrid Portorreal needs to verify the invoices and cash.

The next PAB meeting will be held on Thursday, December 6, 2018 at 6:00PM at the ELC. Meeting adjourned at 6:45PM.