

**Summit Street School - Natural Playground Committee
Meeting Minutes from Tuesday, November 15, 2011**

Present: Kelli Raynsford Kim Bean, Beth Hammond, Casey Carmolli, Gracie Engel Peirce, Rachel Boyers, Jade Hankey, Tracey Williams, Carrie Robinson, Jenn Spagnuolo, Chris Catterton, Mary Hughes

Absent: Lori Houghton, Jen Mitchell, Alison Coeyman, and Erin Kennedy-Knox

Overview: Chris Catterton presented an overview of the design of the playground and the progress made thus far since the project originated in 2008-2009.

Update on Required Approvals: Chris Catterton shared that Planning Commission approval had been acquired for Phase I including the game table and reading garden. Prior to this the Prudential Committee approved the plan.

Playground Budget Status: The budget status at the time was \$6,583.19

Natural Playground Task Forces:

Fundraising: Kelly Raynsford and Tracey Williams agreed to take the lead on fundraising that will be required to move the project from design to reality. It is anticipated that approximately \$25000 is required for Phase I which includes the game tables and reading garden. It was noted that Chris Catterton is working on the 501 (c) (3) status which qualifies PTO as a tax free organization. The fundraising focus will be to oversee community-school fundraising strategies such as outreach to local businesses, etc. Maryanna Koehring is willing to offer a dance lesson for 4 partners as part of the raffle, silent action.

Grants: Casey Carmolli indicated she would spear-head this effort. She will connect with Chris Catterton to learn about the Lowes Grant which has been drafted and could secure up to \$25000 for the project. Casey will be looking for assistance as this process requires working with Central Office regarding oversight of the grant funds and identification of other possible grants such as the US/VT Land and Water Conservation Fund.

Construction: Rachel Boyer and Jude Hankey agreed to take the lead on oversight of the construction. There was interest from others in attendance to support this

effort, which involves work with district property service director Bruce Murdough to prepare documents for different phases of construction as well as to oversee construction. This committee may require recruitment of volunteers. Rachel noted the importance of understanding the maintenance of the newly designed project as an important consideration.

PR/Communications: Beth Hammond and Jenn Spagnuolo agreed to take the lead in this. Lori Houghton also indicated an interest in assisting in this aspect via a phone message. Beth already designed a visual/logo for the project. This group will oversee press coverage, presentations, web page design, email list, etc. with the goal to increase community relations.

Administration: Chris Catterton agreed to continue in this leadership role that includes submitting the non-profit application, assisting the other task forces as need arises, etc.

Next meeting: Tuesday, January 17, 2012 in the Learning Center

January 17, 2012 - Agenda:

- 1.) Schedule future meetings
- 2.) Status of Site Approval Plan and Zoning Permit
- 3.) Time for task forces to group together and plan
- 4.) Report out to the whole committee

Thank you to everyone who has stepped forward to assist in making the Summit Street Natural Playground a reality. Many hands lighten the load. As a committee made up of task forces or smaller sub groups, the clarity of focus will be helpful and result in ongoing progress. I look forward to working together on this exciting project.

Respectfully,
Mary Hughes, Principal