

Approved at 6/6/22 ATEF meeting

**Arts & Technology Education Fund Committee**  
**April 27, 2022 Minutes**

*Those in attendance: Beverly Barrett, Theresa Evans, Jay Lang, Carrie Meikle, and Evelyn Thoren*

The meeting was called to order at 6:15 pm.

Beverly made a motion to accept the Minutes for May 27, 2021. Jay seconded. The motion was unanimously approved.

Evelyn stated that she would request the financial statement for the ATEF account and will send it to committee members.

The ATEF committee received the following grant applications:

1. Luke Miller, McCarthy MS, Commissioned Program Work, \$600
2. Valerie Lichtenthal, CHS, Digital Microscopes for Forensics, \$714
3. Allison Gover, CHS, Pottery Wheel, \$750
4. Mary Ellen Forte, CHIPS, Learning with Light, \$325
5. Sangeetha Ajikutira, McCarthy MS, Specialized Reading Materials, \$246.78
6. Stephanie Santos, Center School, Organization Station, \$328.97

The total amount requested is \$2,964.75.

For the application from Luke Miller, Theresa stated that the McCarthy PTO would be able to fund the request from their enrichment budget. Evelyn stated that the committee has redirected teachers to other sources of funding when available. Beverly made the motion to redirect Luke Miller's application to the McCarthy PTO for funding, but if not funded by PTO, ATEF will fund. Theresa seconded the motion. The motion was unanimously approved.

The application from Valerie Lichtenthal was well received and appealing to the committee. Jay made the motion to accept the \$714 request and Theresa seconded. The motion was unanimously approved.

Jay noted that the request for a 5th pottery wheel for CHS by Allison Gover would probably have been purchased by the school department if asked. He had no objections to the request. Evelyn wanted to make sure that the funding was available for balance. Jay said that he would make sure that balance was funded by the school department. Jay made the motion to approve \$750 for pottery wheel; Beverly seconded the motion. The motion was unanimously approved.

Jay recommended that we should add a checkbox to the application to ensure that the teacher had checked with the curriculum coordinator, department head or principal to see if their request would be covered by the school department. Evelyn said that we could meet in the fall to make changes to the application and discuss the email address and process for receiving grant applications.

The application from Mary Ellen Forte was well received by the committee. Her previous ATEF grant reports always included many photos and displayed the use of materials. Jay made the motion to approve the request for \$325; Theresa seconded the motion. The motion was unanimously approved.

Evelyn stated that her only issue with the request from Stephanie Santos was that it could be considered furniture and ATEF does not purchase furniture. Jay said it was more like bays and bins for organization of materials. Theresa wanted to redirect to the principal. Evelyn was concerned by the \$100 delivery charge from IKEA. Beverly noted that the amount was incorrect because it did not include the taxes. Theresa made the motion to deny the request; Beverly seconded the motion. The motion was unanimously approved.

The request from Sangeetha Ajikutira was well received. Theresa made the motion to fund \$246.78 and Beverly seconded. The motion was unanimously approved.

Theresa received confirmation that the McCarthy PTO would fund Luke Miller's request. The ATEF committee approved funding for the following:

- Valerie Lichtenthal, CHS, Digital Microscopes for Forensics, \$714
- Allison Gover, CHS, Pottery Wheel, \$750
- Mary Ellen Forte, CHIPS, Learning with Light, \$325

- Sangeetha Ajikutira, McCarthy MS, Specialized Reading Materials, \$246.78

Theresa made the motion to authorize the town accountant to transfer \$2035.78 from the ATEF account to the school department line item ATEF. Beverly seconded the motion. The motion was unanimously approved. Evelyn will contact Darlene to make the transfer.

Theresa will contact Luke Miller to notify him of the status of funding. Evelyn will contact the other grant applicants.

Under New Business, Evelyn said that in addition to scheduling a meeting to review and edit the application, we should also discuss the status of the ATEF Facebook page. She does not have the time to administrate. Theresa suggested that Hana might be able to take over.

Evelyn noted that the Town Select meeting is scheduled for June 6th. She will invite the grant recipients to that meeting to receive an ATEF certificate. She will check with Kirk about printing. We can meet after the Town Select presentation. Evelyn will request that ATEF be added to the agenda.

Jay made the motion to adjourn the meeting at 7:34 pm; Beverly seconded. The motion was unanimously approved.

Respectfully Submitted,

Carrie Meikle  
Secretary, ATEF