

Naquag Elementary School PTO Open Meeting Minutes

October 8, 2015

President: Jen Barbarino

Vice President: Mary Shumway

Treasurer: Joellen Andrews

Secretary: Briar Panagakis

Volunteer Coordinators: Deidre Morgan and Kate Annunziata

Open Meeting

- President Jen Barbarino began meeting at 6:35pm. Shared Thank You notes from students and teachers for PTO-sponsored events
- Introductions: Everyone introduced themselves and shared their favorite foods.

Approve September minutes

- A motion was made by Mary Shumway to approve the September meeting minutes. Rebecca Pratt seconded the motion. Jennifer Plank pointed out a necessary correction (end time should have been 7:31 instead of 6:31) and minutes were unanimously approved.

Treasurer's Report

- Joellen reported that we received \$82 in donations from the ice cream social, and \$520 in donations from the Mixed Bags fundraiser. We also received a check for \$261.26 from Spirit Wear for last year's t-shirts. Expenses were indicated on the Treasurer's Report. Current working balance of around \$3000 in checking account.
- Motion was made by Jennifer Plank to approve the Treasurer's Report. Deidre Morgan seconded the motion. Motion was unanimously approved.

Report of School Organizations

- Principal Dixie Herbst shared that there will be a Special Town Meeting on October 26th regarding the school budget. She thanked Tony Monteiro (Stephanie Bennett's brother) for the wonderful owl carving displayed in the school lobby.
- Letters from Heather Trudeau and Anna Harvey were both read aloud, as both were seeking to become SIMCO members. Briar Panagakis made a motion to approve Anna as a SIMCO member. Mary Shumway seconded the motion, and it was unanimously approved. Briar Panagakis made a motion to also approve Heather as a SIMCO member. Joellen Andrews seconded the motion, and it was unanimously approved.

Old Business

- **Ice Cream Social:** Some concerns that it seemed to be winding down earlier than the stated time/feeling rushed/pushed out the door. 15 gallons was the perfect amount of ice cream. Smaller containers were much easier to scoop from than the large drums. Parents liked seeing the Mixed Bags items on display so they could see the products in person.
- **Box Tops/Labels for Education:** The September collection brought in \$357 worth of Box Tops and 277 Labels for Education
- **Welcome Back Teacher Luncheon:** Teachers were thrilled. Food lasted for three days! Good to have it on a Wednesday so they could enjoy it the rest of the week. Mrs. Jordan suggested that parents might share some of their recipes. Jen suggested that next time, we make sure to tell parents to label their

serving dishes or else use disposable.

- **Mixed Bags Fundraiser:** Our sales totaled \$6563.81, giving us a total profit of \$3510.20. The addition of the kitchen items to the catalog was a huge hit. Most popular purchase was the veggie spiralizer.
- **Bemis Scarecrow Fundraiser:** 10 families have participated so far, bringing in a profit of \$150. Jennifer Plank suggested sending home a reminder flyer before the last date. Upon recommendation of Principal Herbst, Jen suggested a Facebook reminder instead.
- **Fall Fest Update:** Date remained the same (11/6). Cost will be \$5 per child with a family cap of \$15 (though that is subject to change). Jason Pratt will return as Mad Scientist. Candy collection may go to the Rutland Food Pantry or possibly Be Like Brit. Rebecca Pratt will call Crown Bakery to see if they might donate something. Stephanie Bennett asked if there would be a gluten-free option for the cookie decorating for those kids with gluten allergies/sensitivities. Jen recommended approving \$500 for this event. Joellen made a motion to approve this amount, and it was seconded by Kate Annunziata. Motion was approved unanimously.

New Business

- **Read-A-Thon:** School (not PTO) fundraiser is running from October 15th-30th. Wednesday October 21st will be Family Reading Night. Jen recommended approving \$60 to purchase milk and graham crackers for this event. Rebecca Pratt made a motion to approve this amount, and Jennifer Plank seconded it. The motion was passed unanimously.
- **ScootPad:** Second grade teachers requested funding for this computer program. Mrs. Esposito and Mrs. Jordan attended the meeting to talk about how it works. It's a program that differentiates for each child in Reading, Language Arts, and Math. Kate Annunziata made a motion to approve \$180.75 for the second grade classrooms to have access to ScootPad. Joellen Andrews seconded the motion. It was unanimously approved.
- **PTO Bylaw Changes:** According to the bylaws, the PTO must post agendas for the open meetings a full week before each meeting. Jen requested that we change this to 48 hours instead. Joellen Andrews made a motion to change the bylaw to 48 hours, and Deidre Morgan seconded it. Motion was passed unanimously.

Open Session

- Kate Annunziata thanked all the volunteers for their help so far this year.
- Rebecca Pratt made a motion to adjourn at 7:43pm, which was seconded by Christine Jean. Motion was approved unanimously.
- Board members sang "Happy Birthday" to Jen Barbarino and ate cake