

# Naquag Elementary School PTO Open Meeting Minutes

## January 14, 2016

**President: Jen Barbarino**

**Vice President: Mary Shumway**

**Treasurer: Joellen Andrews**

**Secretary: Briar Panagakis**

**Volunteer Coordinators: Deidre Morgan (unable to attend) and Kate Annunziata**

### Welcome

- President Jen Barbarino began meeting at 6:32pm. She welcomed everyone back after the holidays and expressed that we have a lot to do in 2016. We went around the table and everyone introduced themselves.

### Approve November minutes

- A motion was made by Kate Annunziata to approve the November meeting minutes. Rebecca Pratt seconded the motion. Minutes were unanimously approved.

### Treasurer's Report

- Joellen shared our recent expenses, including the purchase of golf umbrellas for staff members with outdoor duties, gift cards for Deb Carlson's retirement, paying the preapproved grants from Mrs. Shepherd and Mrs. Salsman, and purchasing some plants for the front turnaround. We have a working budget of about \$5903, 77.
- Motion was made by Briar Panagakis to approve the Treasurer's Report. Rebecca Pratt seconded the motion. Motion was unanimously approved.

### Report of School Organizations

- Principal Dixie Herbst thanked the PTO for providing the umbrellas as well as the greenery for the front planters. SIMCO did not meet in December, but will meet later this month.

### Old Business

- **Box Tops/Labels for Education:** We received a check in December for approximately \$700. We also received a check from Terracycle for approximately \$250. These checks go directly to the school, not the PTO.
- **Ladd's Restaurant Night:** Amount earned to be determined. Bigger turnout than expected, which meant longer waits for food. Definitely something to work on in the future. Overall, a success.

### New Business

- **Spiritwear:** Jen shared that we will be selling Naquag t-shirts again, primarily for kids to wear on Field Day and on their class field trips. They are the same exact shirts as last year. Flyers are going home, but they are primarily targeted at students who are new to the school (including kindergarteners).
- **Enrichment:** Mrs. Jordan spoke on behalf of Mrs. Anderson and the second grade team about the Discovery Museum, which comes and does a hands-on lesson on the states of matter every year. She asked that the PTO cover the cost of \$855 for this activity. Briar Panagakis made a motion to approve the funds. Joellen Andrews seconded the motion. Motion was passed unanimously.
- **Mindfulness in Education:** The staff has been working with local instructor Wendy O'Leary to learn techniques for reducing stress/developing coping mechanisms in the classroom. Principal Herbst

requested that the PTO provide a set of read-aloud books on the subject of mindfulness for each teacher (\$40 per set x 20 teachers = \$800). Kate Annunziata made a motion to approve the funds. Rebecca Pratt seconded the motion. Motion was passed unanimously.

- **Bingo Night – January 22<sup>nd</sup> from 6-8pm:** We already approved \$150 at the last open meeting for concessions. Flyer will be coming home soon. Kate announced that the Sign Up Genius form would be going live the next day for volunteers. The time has been divided into two 45-minute time slots this year so that volunteers still get to spend time with their families.
- **Rutland Schools Events:**
  - **Lazer Zone (February 12<sup>th</sup>)** – Flyer to go home around January 25<sup>th</sup>
  - **Boston Celtics (March 4<sup>th</sup>)** – Flyer to go home next week
- **Game Night – February 26<sup>th</sup>:** Mary shared the flyer for the company that will be providing the games. Parents can play different games and then they have the option to purchase, if they so desire.
- **Basket Raffle – April 8<sup>th</sup>:** Briar shared a little about the event and how it works. She expressed a need to form a planning committee as well as a committee of people who can help get donations. Sign-up sheets were passed around for both of these items.
- **PTO Expo – April 12<sup>th</sup>:** Anyone who is interested can attend. It will be in Randolph, MA and the cost is \$10 per person.

### **Open Session**

- Principal Herbst shared that other grades are still finalizing their enrichment plans, but will be seeking funding from us at upcoming meeting.
- Next open meeting: February 11<sup>th</sup>
- Rebecca Pratt made a motion to adjourn at 7:17pm. Kate Annunziata seconded it. Motion passed unanimously.