

Naquag Elementary School PTO Open Meeting Minutes

February 11, 2016

President: Jen Barbarino

Vice President: Mary Shumway

Treasurer: Joellen Andrews

Secretary: Briar Panagakis

Volunteer Coordinators: Deidre Morgan and Kate Annunziata

Welcome

- President Jen Barbarino began meeting at 6:32pm. Thanked everyone for coming on such a cold night.

Approve January minutes

- A motion was made by Joellen Andrews to approve the November meeting minutes. Lauralynn Weymouth seconded the motion. Minutes were unanimously approved.

Treasurer's Report

- Joellen shared that we have had lots of bank activity. We received \$1934.60 in income from laser tag, spirit wear sales, Ladd's night, Bingo night, a parent/company match donation (from Emily Trevallion), and interest. We have budgeted expenses of \$3315, leaving us with a working budget of \$5334.02.
- Motion was made by Mary Shumway to approve the Treasurer's Report. Kate Annunziata seconded the motion. Motion was unanimously approved.

Report of School Organizations

- Principal Dixie Herbst shared that the district now has a new Deputy Superintendent, Robert Berlo, a former Assistant Superintendent in the Hopkinton Public School system. She also shared that there will be a public meeting on February 22nd for Rutland residents to provide their input/feedback to the school district. The meeting will begin at 7pm at Glenwood Elementary School.

Old Business

- **Box Tops/Labels for Education:** The Labels for Education program is coming to an end. But since Naquag already has an account, we will continue to submit them through August 2017.
- **Spirit Wear Sales:** Jen has received the student t-shirts and will sort them over vacation. Naquag had a profit of \$117.99. Jen has also set up a mylocker.com storefront for anyone interested to buy spirit wear. We receive a rebate of 12% on these purchases. Bulk orders receive flat rate shipping.
- **Bingo Night:** Jen thanked everyone for stepping up and helping out. Bingo Night was a huge success, and Emily Trevallion's theater ticket raffle was a huge hit. We discussed having a raffle item at future Bingo Nights, since it was so successful. We made a profit of \$500.14. Briar asked whether or not we need to get a raffle permit to have raffle items at future Bingo Nights.

New Business

- **Kindergarten Enrichment:** Mrs. Baldwin and Mrs. Borges spoke to the PTO on behalf of the kindergarten team, talking about the Discovery Museum's new "Force and Motion" program that is aligned with common core standards for kindergarten. They requested \$1300 for this program. Mary Shumway made a motion to approve this funding. Joellen Andrews seconded the motion. Motion passed unanimously.
- **First Grade Enrichment:** Ms. Morris shared that the Bee Lady and the Puppet Lady have historically

come to the first grade classrooms to offer enrichment. She requested \$350 for the Bee Lady to come and talk about bees and make candles with the students. Joellen Andrews made a motion to approve this funding. Kate Annunziata seconded the motion. Motion was passed unanimously. Then Ms. Morris requested \$700 for the Puppet Lady. Deidre Morgan made a motion to approve this funding. Kate Annunziata seconded the motion. Motion was unanimously approved.

- **Changing Game Night to Bingo Night:** After the success of Bingo Night, Jen expressed concerns that we may have to large a crowd to run a successful Game Night. Game Nights are typically run in conjunction with another activity, such as a spaghetti dinner, and there are concerns that it would be chaotic. We will instead stick with the “tried and true” Bingo Night format, though we might shorten the event or think of another way to keep kids occupied (maybe a freeze dance intermission?). The event is scheduled for February 26th. Jen recommended approving \$150 for concessions and prizes. Joellen Andrews made a motion to approve this amount. Deidre seconded the motion. Motion was passed unanimously.
- **Marsh-Harding Scholarship Update:** Jen shared that the committee has a new chairperson, Julie Connolly, who is the granddaughter of the Marsh family member who perished in the tornado. The scholarship application is available beginning this week, and Ms. Connolly will be advertising in The Landmark and at the high schools. The scholarship is a minimum of \$500, with \$250 coming from each Rutland elementary school. Jen expressed that the committee needs one more member from Naquag, and that this would be a two-evening commitment: one evening to review the candidates and make a selection, and one evening to attend the reception where the scholarship will be awarded.
- **Income from Fundraisers:**
 - **Celtics Game**– Naquag sold 41 tickets, so we have an expected profit of \$410
 - **LazerZone** – We sold \$40 worth of passes and will receive \$20
 - **Ladd's Night** – We received a check for \$350
- **Basket Raffle – April 8th:** Jen shared that the first planning meeting will take place immediately after the open meeting.
- **Community Reading Day (March 2)** – Principal Herbst explained what this day entails. Community members come in to read to classrooms and talk about why they love reading. The PTO typically hosts a morning coffee before the event begins. This year, food donations will be requested through Sign-Up Genius, but Jen recommended approving \$60 just in case we need to supplement with coffee, etc. Deidre Morgan made a motion to approve this funding. Kate Annunziata seconded the motion. Motion was passed unanimously.
- **Fun Run:** We are considering doing a Fun Run as a school-wide community service project. Previously, the school did a “Jog for a Hog” to benefit the Heifer Project. Ms. Morris suggested that the Heifer Project could certainly still use the funding. She will look into it. We will explore this subject more at a future meeting.
- **PTO Expo – April 12th:** \$10 per person, will be in Randolph, MA. If anyone is interested in attending, please let Jen know.

Open Session

- Mary Shumway revisited the topic of the basket raffle to explain how it works to the first year Naquag parents.
- Next open meeting: March 10th at 6:30.
- Briar Panagakis made a motion to adjourn at 7:27pm. Joellen Andrews seconded it. Motion passed unanimously.