

Naquag Elementary School PTO Open Meeting Minutes

March 10, 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 6:33pm. We went around the table and everyone introduced themselves.

Approve February minutes

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

Treasurer's Report

- Joellen shared that we had a successful Bingo Night, making nearly \$400. We also received a check from Amazon Smile for \$11.13. All the specialists' grants have been paid, and we have quite a few upcoming expenses related to grade level enrichment requests. We have a working balance of \$2908.
- Motion was made by Mary Shumway to approve the Treasurer's Report. Shawnee Holis seconded the motion. Motion was unanimously approved.

Report of School Organizations

- Principal Dixie Herbst was unable to attend, but Lead Teacher Corinne Balyk came in her place. Mrs. Balyk shared that the SIMCO has been working on the parent survey for this year. They are adding questions to get additional feedback related to the curriculum, and have discussed the timing on when to send this survey out. The School Committee is currently working on the budget for next year.

Old Business

- **Box Tops/Labels for Education:** Submission is done for the year, and we will be looking for a new coordinator for next year. Jackie Marconi volunteered! We should receive a check for \$288.40 in May.
- **Bingo Night Review:** Jen asked for feedback on the second Bingo Night. Diana Barton shared that it was hard to have time to socialize with other parents, and that an intermission might be nice to add in the future. Our net profit for the evening was \$395.
- **Community Reading Day:** Jen thanked everyone who helped by donating food to make this event a success. The readers had munchkins, coffee, fruit, yogurt, and there were lots of delicious donations.

New Business

- **Spiritwear:** Jen shared that a flyer went out for any interested parents to buy adult-sized shirts. Kindergarten teachers will also be emailing a reminder order form to their students to encourage them to order. A second order will be submitted in a week or two.
- **PTO Insurance:** Jen recommended doubling our medical coverage (from \$25,000 to \$50,000) for PTO-sponsored events, which would raise our premium by \$15 a year (from \$285 to \$300). Rebecca Pratt made a motion to approve this change. Deidre Morgan seconded the motion. Motion was unanimously approved.

- **Basket Raffle (April 8th):** Mary thanked volunteers so far, and shared that she would be making more use of the Facebook group in upcoming weeks. She shared the stations that will be at the event: paper plate rainbows, planting seeds, rain sticks, and a scavenger hunt. Kids who complete each station will receive a bead necklace. There will also be concessions for sale and a cake walk. Baskets will be assembled in the workroom on March 31st, so CORI'd volunteers will be necessary. The Sign-Up Genius form for the event will also be going out soon. Mary also requested \$500 to cover costs for this event. Briar Panagakis made a motion to approve this amount. Joellen Andrews seconded the motion. Motion was unanimously approved.
- **Square 1 Art:** Mary shared that the art is complete and has been submitted. Order forms will arrive at the school by 3/22, and orders will be due back by 3/29. Products will be delivered to the school by 4/25. Mary reminded us that the money raised goes directly to Naquag, not to the PTO. Mary and Rebecca Pratt are working together on Square 1 Art this year so that Rebecca can take over next year.
- **Tavern Restaurant Night:** Jen shared that the hostess was very pleased with the event. We estimate that we made about \$150.

Open Session

- Jen shared that PTO Board elections will take place in May, and that our next board meeting (April 10th) will be open to anyone who is interested.
- Next open meeting: April 14th at 6:30.
- Mrs. Balyk shared pictures from when the Discovery Museum visited the kindergarten classes (paid for by PTO).
- Deidre Morgan made a motion to adjourn at 7:19pm. Kate Annunziata seconded it. Motion passed unanimously.