

# Naquag Elementary School PTO Open Meeting Minutes

## May 12, 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 6:38pm. Went around the table and everyone introduced themselves.

### Approve April minutes

- A motion was made by Kate Annunziata to approve the April meeting minutes. Deidre Morgan seconded the motion. Minutes were unanimously approved.

### Treasurer's Report

- Joellen shared that we received a check from Square 1 Art for \$1371.71, and that we were well under budget for Teacher Appreciation Week.
- Upcoming expenses not listed on report: Field Day, Popsicles with Principals (not sure if that is happening or not). We are also still expecting \$470 in income from the Celtics ticket sales.
- Working balance of \$3945.02
- Motion was made by Deidre Morgan to approve the Treasurer's Report. Briar Panagakis seconded the motion. Motion was unanimously approved.
- Joellen pointed out that we will have quite a bit of money left in the account, and we discussed a few ideas. Principal Estes shared that Wachusett Meadow does a program that is \$4.50 per child. There was also talk of possibly replacing the sign out in front of the school. Principal Estes also suggested possibly purchasing additional iPads for classroom use.

### Report of School Organizations

- Principal Dixie Estes shared that we had a 26% completion rate on the school surveys, which has gone up in recent years. SIMCO reviewed the results and is also reviewing the school improvement plan for 2016-2017. She also shared that the school budget failed to pass at the town meeting. On a positive note, Teacher Appreciation week went very well. She also shared pictures of the Bee Lady who came to the first grade classrooms.
- Joellen asked about the size of next year's incoming kindergarten class. Principal Estes shared that there are currently enough students enrolled to fill three full day and two half-day classes, but the numbers will change throughout the summer.

### Old Business

- **Teacher Appreciation Week Review:** It went great! Excellent décor, food. Next year we won't do Dress Like a Teacher on the same day as the first grade field trip.

### New Business

- **Book Fair (May 31 – June 3):** Mary shared that the classroom visitation schedule will be going home with students. The Sign Up Genius for volunteers will be going out on May 19<sup>th</sup>. This will be added to

the website and the school-wide weekly email blast. Setup for the book fair will be on May 27<sup>th</sup>, and volunteers for this will also be requested via Sign Up Genius. This year's theme is "Groovy."

- **Field Day (June 20):** Jen shared that Bubblemania is confirmed for two shows (9:20am and 2:15pm). A sign up sheet was passed around to form a committee for the day's activities. A budget and funding request will be submitted at the June open meeting. In the meantime, Rebecca Pratt suggested that we purchase more of a specific type of bubble wand (two for \$1 at Dollar Tree) because those wands were the most popular last year. Deidre Morgan made a motion to approve \$100 for bubble wands and any other initial Field Day expenses. Christine Jean seconded the motion. Motion was passed unanimously.
- **Administrative Update:** Jen shared that we received our Right of Solicitation from the state, which must be renewed every year. We also submitted our bylaw changes to the state, and our 2014-2015 taxes were accepted.
- **Marsh-Harding Scholarship:** Jen and Mary shared that we have received ten applicants so far this year, up from 6 last year. There will be a meeting at the Tavern on May 20<sup>th</sup> at 6pm to review applications and select a recipient. Joellen will write a check for Naquag's portion of the scholarship when it is time.
- **Elections:** Jen read aloud the election section of the Naquag PTO bylaws and asked if there were any questions. There weren't any. We began with the office of President and worked our way down.
  - President: Jessica Gregorczyk was the only person interested. She was voted in unanimously.
  - Vice President: Deidre Morgan was the only person interested. She was voted in unanimously.
  - Treasurer: Mary shared a letter from Diana Barton (in absentia), who was the only person interested. She was voted in unanimously.
  - Secretary: Kate Anunziata was the only person interested. She was voted in unanimously.
  - Volunteer Coordinator(s): Rebecca Pratt and Christine Jean were both interested. They were both voted in unanimously.
- **June Meeting:** This is the first year that we are actually having a June meeting. It will serve as a nice wrap-up of the year, plus there are still Field Day details to finish up. Incoming President Jessica Gregorczyk may help Jen run this meeting.

### Open Session

- Principal Dixie Estes gave flowers to Jen and Mary, thanking them for all their hard work this year.
- Deidre Morgan made a motion to adjourn at 7:33pm. Rebecca Pratt seconded the motion. Motion passed unanimously.