**HKIMS PTO MEETING (In person and Google Meet) October 6, 2021**

Meeting was called to order by Joyce Waterbury @ 7:01pm

**Members in attendance**: PTO Board Karen Castelli (President), Joyce Waterbury (VP), Jen Savoy (Treasurer), Jen Voegtli (Secretary), Eric Larson (Principal, IS), Dolores Bates (Principal, MS), Lisa Carlson, Julie Peryga, Michelle Ouellette, Karen Therrien, Jen Favalora

**Members virtual**: Katherine Courchesne, Jen O’Neal, Nicole Harlow, BJ Noonan

**Secretary’s Report**: (presented by Joyce Waterbury)

September minutes were reviewed. Karen Castelli made a motion to approve. Jen Savoy seconded. Minutes passed.

**President’s report** (Karen Castelli):

- Karen Therrien will be running the Fall festivities for HKIS. The date will be October 29th. The Color Run pep rally will also be held this day.

-Pumpkin price increased this year due to rain rotting crops and we couldn’t obtain 300 pumpkins from one place. Eric said to skip the pumpkin painting for this year.

-Volunteers are needed for this event.

-We have a volunteer to take over the Vending Machine. We can only keep it open before and after school, but this year since breakfast is free and in the cafeteria before school, we can’t have the machine open during this time.

-Family Movie Night is October 15th. 7th and 8th grade volunteers will be helping out with events like the raffle, concessions, obstacle bounce house. There is a limit of 200 people, and you will have to sign up through the link sent out. The movie will be Hotel Transylvania.

**Treasurer’s Report** (Jen Savoy):

-We’ve had a few expenses come in: notecards for $100 and popsicles for the 4th grade step up at $36. The current total in the bank is $18,288.74.

**HKMS Principal’s Report** (Dolores Bates):

-The MS had their first town hall meeting last Friday in the auditorium and virtual. With covid procedures, the 3 grades can’t fit all in the room all at once. Cougar Core Value awards were given out. Sports teams were introduced.

-Spirit week is the week of October 25th, and the pep rally will be on the 29th.

-The new Superintendent, Jeffrey Wihbey, will visit HKMS on Tuesday, October 12th to visit with the staff and students.

-School pictures happened October 5th and 6th. The retake date is usually the first week in November but won’t be set until the photos come back.

-It’s been a busy sports season so far. Soccer is in full swing, field hockey has held 1.5 games, and cross country has their first meet (due to bus scheduling issues their first scheduled meet had to be canceled) on October 7th.

-We received a grant from HKYFS for an Internet Safety Presentation given by Scott Driscoll. This will happen the first week in November. There will be an evening community presentation, and 2 presentations for the kids (5th/6th graders and 7th/8th graders).

-Parent/Teacher conferences are on October 27thand 28th and will be in person or virtual if the parent prefers.

**HKIS Principal’s Report** (Eric Larson):

-Superintendent Wihbey will be visiting HKIS on Thursday, October 14th to meet with staff and students.

-The Mohegan Pequot are coming to do a presentation for the 5th grade on October 20th.

-The Fall Festival will be held on October 29th.

-Parent/teacher conferences will be held October 27th and 28th. The meetings are in person, with a virtual option if parent prefers.

-HKIS is currently running 3 before/after school clubs: running club, field hockey and sign language club. The Yoga club was canceled due to low enrollment.

-The Lion King musical rehearsals are in full swing. There are 2 casts and there will be 2 shows in mid-November.

**Committee Reports**:

**Cultural Arts** (Karen Castelli):

-Will be postponed until after the holidays. There are too many events at the school through the end of the year.

**PTO Leadership** (Karen Castelli):

-Meetings with the Superintendent will be starting soon. BJ Noonan is our representative.

**Logo Wear** (Karen Castelli):

-Sale ends Friday October 8th.

**Box Tops** (Karen Castelli):

-$65 have been earned so far. We need more people to sign up to do this as it is an easy money maker.

**Bus Driver Appreciation** (Karen Castelli):

-We will again combine the event and share costs with Burr and KES PTOs.

-Looking to do around Thanksgiving.

-Looking for ideas to appreciate our wonderful bus drivers.

**Book Fair** (BJ Noonan):

-We are locked into our date which coincides with the Craft Fair (last week of November).

-We will promote the use of the eWallet this year to eliminate handling of money.

**Box Tops** (Karen Albert):

-Please download the box top app. It is easy to use.

-Add the school in your app and scan your receipts.

-Dolores and Eric will mention it in their Friday emails.

-You can also send receipts into school and Karen will scan them.

-If you have trouble with the app, Karen will help you with it.

**Yearbook** (Nicole Harlow):

-The IS has sold 75 yearbooks so far (49 from 5th and 22 from 4th). We have earned 4 free books for early orders.

-Now through the end of October there is a 5% discount on the book. On November 1st the yearbook goes to the regular price.

-Looking to have the students vote on the yearbook cover theme.

-Still looking for photos from the first day of school or the 4th grade step-up.

-5th grade will have a little more space (as it is their last year at HKIS). Potential ideas include large photos and introductions by the photos.

-11 extra books were ordered for the 5th grade. We want every 5th grade student who wants a year book to be able to have one. We are looking at fundraising ideas to cover the costs of the extra books.

**Craft Fair** (Jen Favalora):

-Jen spoke with the Health Inspector and has been cleared to have food outside. There will be more space for vendors, required masks and distancing signs placed.

-We have 8 less vendors this year. The inside of the school is sold out, but looking into having vendors outside near the food. There are people on a waiting list already.

-We need signs to advertise the event.

-The event will take place on December 4th.

-Looking to move the raffle area to make more spacing.

-The event will be promoted on Facebook.

-Looking to add food vendors.

-Need to set up around 3pm on Friday, December 3rd. Is it possible to borrow the golf cart from Parmalee to transport vendors?

**Color Run** (Lisa Carlson and Julie Peryga):

-The Color Run will be held November 5th.

-We have collected $6875 from sponsors of the kid’s t-shirts. The t-shirts cost $3932. The fee for Booster, the group that runs the event, is $2000. We have $943 in profit from the sponsorships. We can use this money to buy incentive prizes to have students get excited to request donations for their run.

-The Runs will be staggered and start in at 8:13am with the MS. The IS starts their runs at 11:02am.

-Booster will run the event, but we will need parent volunteers to help out.

-Lisa Carlson made a motion to spend $1451 for various levels of incentive prices if we can raise over $25,000, or $568.71 if we raise less than $25,000. Joyce Waterbury seconded. The motion was approved.

Meeting adjourned at 8:29pm by Karen Castelli

Next meeting scheduled for November 3, 2021 @ 7pm.