

PTO Meeting Monday, September 26, 2022

7:00pm

In person in NPES library and via Zoom

**Attendees:**

Joanna Binette, Andrea Mikkola, Amanda Cook, Jen Foss, Jessica Conn, Allison Joubert, Andrea Doton, Melissa McDonald, Laura Driscoll, Kate Stevens, Meghan Snee, Emily Hannon, Melinda Brown, Missy Tupa, Mary Kriger, Jenna Rushton, Valerie Charpentier, Katrina McKeagney, Meredith McCafferty, Laurie Campbell, Kate Klaes, Meaghan Hubbard

Zoom: Carly Levy, Christine Patterson, Nicole Conti, Nicole Skutul

**Meeting Agenda:**

- 1) President's Report
  - a. Short since today is the first meeting
  - b. Want to introduce the PTO Board
  - c. Importance of transparency
  - d. This is everyone's board. If you have ideas or want to bring concerns to the table, please do
- 2) Principal's Report
  - a. Changing the format of the community meetings: used to be by grade level, now will be whole school to celebrate community. May bring in guest speakers, may be monthly prizes. One student from each homeroom used to win each month, but now we are trying to catch students do things at all the different times. They will get a "ticket" when recognized to enter into a raffle. Larger prizes, one for each grade. As an example, a student could be a "water kid" at one of the basketball games. Same character traits, but get recognized at anytime.
- 3) Secretary's Report/Minutes
  - a. June's meeting was mostly focused on the elections of new officers
  - b. Large treasurer's report
- 4) Update from Joanna (co-treasurer):
  - a. Expenses
    - i. What you have in front of you is last year's revenue and expenses
    - ii. This year needed to sponsor 7 students to go to camp Bournedale
    - iii. Field Day was a huge hit.
    - iv. Teacher appreciation was \$3508 - dinner in the spring
    - v. Readyfresh is the teacher's water and delivery is every month
    - vi. Student expenses can be planners or things that
    - vii. Total: \$22408
  - b. Fundraisers
    - i. Pottery Playce
    - ii. Max & Mia
    - iii. Trunk or Treat
    - iv. Whooo's Reading
    - v. Celtics we don't make any money off of, we just purchase bulk tickets/facilitate the event.
  - c. Budget (we are self-funded for the year, always raising for the next year)

- i. We have \$69,000 in the bank account
  - ii. We fund ~\$10,000 in field trips
  - iii. If it's a fundraiser, it's a self-funding event (e.g. halloween party, adult social)
  - iv. We have \$600 for babysitting at PTO meetings
  - v. Baystate textiles \$163 so far
  - vi. Whoever is chair of "easy money" can contact Baystate to pickup
  - vii. Book fair is \$0 since we have not had book fair yet
  - viii. 6th grade has \$2247 - 6th grade this year has 54 students
  - ix. 5th grade has \$0 - have to start thinking about fundraising
  - x. Enrichment has \$7000 - have not used funds in 3 years - can have people come in and run enrichment programs.
  - xi. Gogreen for outside of school is \$3237
  - xii. Each grade gets \$400 to use as they see fit
  - xiii. Halloween fundraiser/pizza bingo are zero as they are fundraisers/self-funding events
  - xiv. Principal's fund - \$500 discretionary funds
  - xv. Reserve funds - allocation of costs we know are coming up
  - xvi. Script fundraising - \$0 - called raise right now. You buy gift cards and the school gets funds
  - xvii. Spirit Wear - \$400
  - xviii. Spring fundraiser square one
  - xix. Field trips - \$10,360
  - xx. Talent show
  - xxi. Teacher allotment - \$50/teacher
  - xxii. Technology - \$5,000 - ask teachers what their needs are
  - xxiii. Whoo's reading - \$0 because a fundraiser
  - d. Teachers are asking about flexible seating/chairs - Joanna said the teachers could make a request
  - e. Motion to approve the treasurer's report (Meredith McCafferty), second Katrina McKeagney. Treasurer's report was approved.
  - f. Votes at end of meeting
    - i. Last year the special education teachers were added to the teacher requests. The Psychologists/counselors also asked to be added to the budget for teacher's request for \$100 each. Reading specialist would also like to be added for \$100. EL teacher for \$50 as she is part-time.
    - ii. Add an additional scholarship opportunity for graduating seniors. The other schools do 2 scholarships. If we vote to do that, we would need to update PTO bylaws.
  - g. Next meeting
    - i. Standing rules of North Pembroke have not been updated since 2019. Recommending bylaw changes. Some of the revenue streams we don't do anymore such as the holiday fundraiser. Pembrokeopoly is on there. Grade grants would need to be included.
  - h. A participant asked about Booster-a-thon. There are different tiers. The more involvement from them, the more they keep. Last time we did it, they kept about 50% of the funding. We are open to any fundraisers, especially now that we are allowed in the building. Whoo's reading the teachers really took on in the schools.
- 5) VP Report (they are in charge of committee chairs)
- a. There are sign-up sheets for each event. If there is a chair, it is listed, but if not, if you want to step up, please add your name.

- b. Halloween event is going back to Boo Bash/Monster Mash rather than the trunk or treat.
  - c. Book fair will be week of Nov. 14th. Nicole Skutul is chairing. We are bringing back family night. Nicole has already been in touch with scholastic.
  - d. Thinking of turning the talent show into more of a lip sync like the other schools. No chair for that yet.
  - e. Easy ways to make money - need a chair for easy money
  - f. Ice Cream social at Open House was a great success - raised \$884
  - g. One idea we want to explore is having a class parent/caregiver. This person could be a liaison to the teachers. Or one per grade?
  - h. **Ongoing Events/Fundraising**
    - i. Box tops
    - ii. Bay State Textiles
    - iii. Amazon Smile
    - iv. Script fundraiser
- 6) New Business
- a. Sensory Walks - stickers like "do a twirl" or "hop on one foot" - Mrs. Cook asked about allocating some enrichment funds about it. Maybe each grade could think about what they would want in their hallways. Kindergartners may want different things than 6th graders.
  - b. Thinking about what PTO can provide about recess/entertainment at recess; look into a cost of what a shed/outdoor closet might cost to keep equipment. Starting a recess committee.
  - c. Parent Communication Point Person: One idea we want to explore is having a class parent/caregiver. This person could be a liaison to the teachers. Or one per grade?
  - d. Parent/family night at the book fair. Adds to funds since the parents/caregivers come in.
  - e. North Pembroke Gives - helping north families at the holidays. Can we think of a fundraisers like turkey trot? Bring in canned goods. Classroom competition - winning class gets hot chocolate party or something? Reach out to school council about what they think about this for holidays.
- 7) Vote on the following:
- a. Add the two psychologists (\$100), reading specialist (\$100), and EL teacher (\$50) - approved
  - b. Add an additional scholarship opportunity for graduating seniors. The other schools do 2 scholarships. If we vote to do that, we would need to update PTO bylaws - approved
  - c. Teacher appreciation - add as a budgeted item - \$3,000 - approved
  - d. Field day - add as a budgeted item - \$2,000 - approved
- 8) Next meeting
- a. Changes to teacher allotments adding the psychologists, reading specialist, and EL teacher
  - b. Changes to standing rules and new bylaws
- Meeting adjourned 8:10pm