

MARLBOROUGH PTO

Marlborough Elementary School
Wednesday, September 20, 2017
PTO Minutes (Recorded by Karen Sawyer)

Call to Order

Melissa Jordan called meeting to order at 7:08 pm

In attendance

Melissa Jordan, Kristen O'Brien, Tracy Corey, Jessica Roy, Marin Ranta, Kristen McLaughlin, Karen Sawyer, Nancy Visco, Tesha Serer, Dan White, Kim Kelly, Pam Farrington, Wade DeCesare, Megan Lloyd

Reading of the Minutes

Melissa Jordan made a motion to dispose of the reading of the minutes. Marin Ranta seconded the motion. The motion passed unanimously.

Nomination of 2017/2018 Board

Kristen McLaughlin submitted a nomination form for the open position of co-secretary. Melissa Jordan made a motion to approve the nomination and vote Kristen into the position of secretary. Karen Sawyer seconded the motion. The motion passed unanimously and Kristen was appointed to the position of co-secretary.

Presidents' Report

2017-18 Budget: Jessica Roy presented the budget for the upcoming school year. We have projected that we will raise about sixteen thousand dollars. This year the music department receives the money raised from the Wolfpack game. It was incorrectly listed on the budget as the Winter Book Fair so the estimated money the music department would be \$1,750 instead of \$2,200. The line item 'Requests for School' would go up by the \$450 difference to a total of \$455. Melissa Jordan made a motion to approved the 2017-18 budget with the change to the music department allocation. Tracy Corey seconded the motion. The motion passes unanimously.

Playscape: The second phase of the playscape is going to cost \$37 thousand dollars. The school has \$20 thousand from student activities fund and rental income, the PTO can contribute \$14 thousand and that leaves \$3,000 that is being donated by a Marlborough family. Wade DeCesare asked if the school should be spending this money or if they should wait until the state budget passes. Dan White addressed this question by saying that if the school does not use this money it might be lost. A question was also raised if the other pieces of the playscape would be available for the kids to play on while the new piece was being put in. Dan said the kids will be able to still play on the old structure while the new one is going in. Melissa Jordan made a motion to approve giving the school \$14 thousand dollars for the next phase of the playscape. Karen Sawyer seconded the motion. The motion passed unanimously.

Co-VP Vacancy: Melissa announced that we currently have a vacancy on the board in the position of Co-VP. If anyone is interested they can speak with Melissa after the meeting to get more information.

Teacher Grants: Pam Farrington spoke to how the idea of the teacher grants came about. Prior to the PTO offering the teachers a stipend, teachers used request money from the PTO for their projects. Pam thinks that some teachers may not realize that they still can request money for the PTO. Pam proposed creating a “teacher grant” program similar to what MEF used to do. She proposed that the applications be reviewed by Dan and Kim first and then passed to the PTO. Still have things to think about, should we set a limit per grade level? Pam said she would take a crack at creating an application. With the allocation of the money for the playscape, the teacher grants are not something we can fund right now but we will try and get everything in place so it will be ready to go when the PTO does have the funds.

Committee Chairs: All committees currently have a chair person except for the Winter Benefit Bash.

Ms. Uccello’s Trip: Ms. Uccello was supposed to attend the meeting and discuss her trip but didn’t make it. We will ask her to come to the October meeting.

Summer Reading/Math Challenge: Len Cabral, storyteller, is going to do two assemblies, one for PreK to Grade 3 and one for Grades 4 – 6 on September 28.

Vice Presidents’ Report

First blast will be sometime in October have the fall events, focusing on Trunk or Treat.

Secretaries’ Report

Thank you note was received from Nora Bernaiche, the recipient of the 2017 Paula Netto Service Scholarship.

Treasurers’ Report

Jessica Roy reported on items that had been paid out since the last meeting. \$100 was paid out as a deposit for the summer reading challenge and another \$100 paid out for the insurance. \$50 was used for petty cash at the open house and \$4 in paper statement fees. Total monies paid out since last meeting in June totaled \$254.00.76.

Melissa Jordan made a motion to pass the monthly budget, Kristen O’Brien seconded it. The motion to accept the budget passed unanimously.

Principal/Assistant Principal Report

Kim Kelley said that despite the weather causing some problems everyone loved the First Day sidewalk chalk art welcoming students and teachers alike back to school. Dan mentioned that the school is trying to reduce the amount of paper being sent home so they are going to reference flyers on the Thursday letters and parents will have to go to the website to get the flyers. Both Karen Sawyer and Pam Farrington expressed concern over this. Concern is that parents won’t go out and see the flyers, PTO won’t get the same level of support of volunteers or dollars. People proposed using other electronic forms of communication but the concern is that the result will be the same.

Teachers' Representatives Report

Beth Schwartz was unable to attend so Pam Farrington echoed the thanks from the teachers for the teacher reimbursements. A handful of teachers still need to submit for the past school year.

Committee/Group Reports

EET: Kim Kelley said the teachers were looking at the science standards again and reviewing what High Tech, High Touch programs they are interested in. Each grade level selects one program that is presented across the grade by one of the education enhancement companies. High Tech, High Touch has done most of the grades. Grade 6 uses their allocation for a field trip.

Box Tops: Nancy Visco said the first contest would end October 13 with the winning class announce on October 27. She is looking to get away from food prizes, looking for feedback from teachers.

Winter Book Fair: Nancy Visco said the book fair will run November 27 to December 1st. Setup will take place the morning of November 27 and the fair will open at noon that day. The fair will run from 9 – 4 on Tuesday, Wednesday and Thursday, and from 6 – 8 PM on Wednesday. Friday will strictly pack up day.

Ice Cream Social: The ice cream social will run at the same time as the Wednesday night book fair. Dan and Kim will read a story at 7 PM. The winter ice cream social tends to be slower.

School Pak: Michelle Crawford was not at the meeting but sent an update. The School Pak made about \$250 this year. The \$15 shipping fee if you didn't order by the June 10 deadline has turned some people off. Michelle said she was going to talk to the company to see what could be done. Megan Lloyd suggested looking at Amazon or Target although it was questioned if the PTO would get the fundraising benefit from it.

Funds for Fun: Audrey is working on the flyer and hopes to get it out soon. This is our fundraiser that doesn't require people to do anything, just send in money.

Election Day Bake: Not a major election year but we are looking to stay until noon if we still have baked goods left. Form will be sent out in October.

Trunk or Treat: This is our biggest fundraiser in the fall. It takes a lot of people to pull it off. Not one person signed up at Open House and there are very few people signed up via SignUp.com. Theresa Brysgel is very concerned that we are not going to have the required people to pull this off. Scheduled for Saturday, October 28th.

Conference Dinner: Scheduled for November 16th. They will need people to sign up to help provide a meal for teachers doing conferences that night.

New Business

None.

Adjournment – Melissa Jordan made a motion to adjourn meeting, Kristen O'Brien seconded. Motion passed unanimously. Meeting adjourned at 8:02 pm

Next Meeting: October 18th @ 7:00 PM