

Memorial PTO General Meeting Minutes

Date: 03/09/2022	Location: Zoom
Called by: Stephanie Freeman	Time: 6:35 PM

Attendance:

Melissa Morse, Kristen Sanville, Stephanie Freeman, Jessica Tilley, Erin Valcourt, Victoria Wilkinson, Crystal Maloney, Jasmine Duffy, Wendy Bell, Stephanie Solivan, Aimee Osterhus, Hong Ho, Melissa LaMotte, Brenda Picardo, Erin Padula, Meg Halfpenny, Kevin Vaillancourt, Ashley O'Connor, Renee Archie, Vanessa Urban, Gina Geraci,

Call to Order

Approve Minutes (Recording Secretary) : 03/09/2022

Opening Reports

President, *Stephanie Freeman*

- Notes from Home: BVT is printing them at a cost of \$.40 per pad. We ordered 200 for \$80 and will continue to sell them for \$3 or 2/\$5. They should be done this week.

Treasurer, *Kristen Sanville*

- Our current balance is \$40,432.02.
- We have about \$7,600 unaccounted for, and that's before we include spring fundraisers.

Principal, *Wendy Bell*

- Thanks to the PTO for getting Sheryl Faye to present to the whole school.
- Thanks also for supporting Read Across America. It was a great celebration of reading and was a fun day for the students and staff.
- Two requests:
 - Kati Dunton is requesting \$288 for 2 microwaves. Members vote to approve.
 - Brett Bergeron is requesting \$338 for a cordless leaf blower. Members vote to approve.

Agenda

Old Business - Unfinished

- Fundraising report (Victoria)
 - a. Fire truck raffle
 - i. We have \$599 in sales so far, with more coming in.
 - b. Flat fundraiser
 - i. We've earned only about \$3 for the PTO through our flat donation boxes at Rushford and the Rose Garden. Crystal estimates that the box at the Townline Farm has at least \$20.
 - ii. We have a letter to send home to families and a separate one for businesses.

- c. The PTO would also like to organize class baskets to raffle off in conjunction with our Spring Fest. We will need a parent point person for each classroom, and Wendy will have teachers sign up for the theme.
- Spring events
 - a. Worcester Railers' game, April 8 (Stephanie)
 - i. Tickets are \$15, each ticket earns a small dollar amount for the PTO.
 - ii. The PTO members agree to purchase tickets for any chorus students/families that could not otherwise afford to attend.
 - iii. Stephanie is also organizing an additional "Chuck a Puck" fundraiser. We will need volunteers to staff the tables during the event. Proceeds will help offset the bus costs for the 4th grade sendoff.
 - b. 4th grade sendoff, June 9 (rain date June 10) (Melissa L./Brenda)
 - i. Location and busses are both confirmed.
 - ii. The cost of the bus has nearly doubled, so we can explore options to reduce cost such as hiring just one bus and using it as a shuttle for multiple trips. It's only 1.5 miles away.
 - iii. The students voted on a theme, so we will get the results soon.
 - iv. The committee will meet again next week.
 - v. Square 1 Art 4th grade tiles: Fliers went out today. The cost has an extra amount built in so that we can purchase tiles for any families that cannot otherwise afford to do so. Brett will install it at the school. If we get any last minute students joining our 4th grade class, we have an option to order them a tile later.
 - c. Field day, June 2 (rain date June 3) (Erin)
 - i. The next committee meeting is March 24.
 - ii. Things are moving ahead smoothly, and Erin estimates she will be able to stay well within the \$1000 budget.
 - d. Spring fest, June 4 (rain date June 11)
 - i. In search of committee members and chairperson. We have 6 volunteers so far, but more would be helpful. Wendy will put out a request for helpers in her next Monday newsletter.
 - ii. The fields are reserved, so planning can get underway.
 - iii. Vicky has reached out to the fire department to see if they want to be involved, and she will also contact the police department. Stephanie suggested asking if the library would like to participate, maybe they can offer a sign up table for summer reading.
- Yearbook (Stephanie)
 - a. We will not have a staff person to help. The goal is to have at least one parent per grade to communicate with teachers to collect and organize photos.
 - b. There's a meeting on Monday at 7pm for those interested in helping out.

New Business - Ideas, motions, announcements

1. Staff appreciation luncheon, May 3 (Jessica)
 - a. Jess is looking into options for caterers.
 - b. Members are planning extra goodies for teachers to show our gratitude for all they do. Erin suggested thank you cards as a personal touch.
2. MUEF (Victoria)
 - a. Mendon Upton Education Foundation is actively searching for more members. Kathleen (MUEF president) would like to join a future Memorial PTO meeting and fill us in on what they do.

3. Open to the members or guests to share an idea or make a motion
 - a. Mrs. Hagen sent us some pictures and a thank you for our support with the book room. We can share this on social media to show parents how their book fair dollars are spent.
 - b. Some of the leveled reader packs that Mrs. Hagen requested were on backorder when we placed the original order. They have since become available and Crystal will order them.
 - c. Mrs. Fowler is on board to do a Square 1 Art program again next year. She will do it earlier in the school year so we don't get so close to holiday deadlines.

Announcements

1. Remember to check for updates on our Facebook page (Memorial Elementary School PTO), Twitter (@PtoUpton), and website (www.memorialpto.org).
2. Sign up to receive our newsletter and announcements by sending us an email: MemorialPTOUpton@gmail.com
3. Next meeting will be April 13 at 6:30pm. Stay in touch via email for details on location (remote/in person) and agenda.

Adjournment