

Memorial PTO General Meeting Minutes

Date: 12/07/2022	Location: Memorial Elementary Library
Called by: Stephanie Freeman	Time: 6:35 PM

Attendance:

Melissa Morse, Kristen Sanville, Stephanie Freeman, Jasmine Duffy, Aimee Osterhus, Kevin Vaillancourt, Erin Padula, Ashley O'Connor, Kristy Bradley, Wendy Bell

Call to Order

Approve Minutes (Recording Secretary) : 11/08/2022

Opening Reports

President, *Stephanie Freeman*

- There are two opportunities to donate toys through the school. There is a Toys for Tots collection in the front entryway. A student is also doing a toy drive.
- 4th grade chorus will perform at a Worcester Railer's game on Jan. 6. It will be a joint performance with Clough.

Treasurer, *Kristen Sanville*

- All of the RaiseCraze money has come in. We also had income from parent donations and Amazon Smile.
- Taxes are done and submitted.
- After paying all expected expenses, we have about \$16,700. This includes some funds for RaiseRight that will be withdrawn when we place the gift card order on the 9th.

Principal, *Wendy Bell*

- Memorial is looking for a licensed preschool teacher because the school is adding a position for next year.

Agenda

Old Business - Unfinished

- Fundraising (Ashley)
 - a. RaiseRight gift cards - orders are due Thursday, 12/8.
 - b. There will be a 50/50 raffle at the Santa event.
 - c. Uno's from last week closed out, and they will send a check soon.
 - d. There will be a parent's night out at Rushford & Sons on January 27. Rushford will get a food truck and donate \$1/pint sold that evening. It will be open to the public.
 - e. February 1: Red Heat Tavern in Milford will donate 10% of all sales after 4pm with no flier necessary.
 - f. March 19: Providence Bruins will donate a portion of ticket sales to the PTO and provide a dedicated section so kids can sit together and socialize. Bring a teddy bear to toss onto the ice and it will be donated to a children's hospital.
- Santa event (Dec. 16) (Ashley)

- a. Notices and letters were put in mailboxes today.
- b. The SignUp Genius is filling up nicely with families making reservations.
- c. We have 4-5 volunteers so far.
- Teacher classroom gift requests (Jasmine)
 - a. 16 Faculty and staff sent wish lists, and few parents signed up to donate items.
 - b. We can create tags to be available during the Santa event to see if people are willing to purchase an item if they see the wishes in person. We can also offer a cash donation jar for this purpose and the PTO will make the purchases on behalf of the families.
 - c. Given the lack of response from teachers, it's possible that the emails are getting lost or buried in their inboxes due to such a high volume of emails that they receive. It might be useful to add a staff resources section on our website. Wendy could add it to her list of "quick links" in her staff newsletters.
- Cookie Craze staff appreciation event (Dec. 20) (Jess)
 - a. The signup and emailed flier will go out this week.
 - b. The PTO has plenty of paper goods and bags, so we don't need any additional.

New Business - Ideas, motions, announcements

- Allocation of RaiseCraze funds (Stephanie)
 - Flexible seating
 - Erin has suggested that an OT person should be involved in the decision making. Wendy will reach out to the OT staff and can send us a list of options that she thinks would work well in the classrooms.
 - Recess needs
 - Wendy is requesting a rolling metal cart filled with balls of all types and sizes. Kristen will research options and pricing.
 - The playground is separated from the courts and fields, and kids have to cross through the parking lot to go between. This poses a safety hazard. Wendy suggested placing some kind of barrier to section it off so kids could go between safely. Stephanie will research options.
- Teacher requests (Stephanie)
 - Sheyl Bukunt asked for a rolling garment rack for the lost and found. We will also need clothing hangers and bins to make it fully functional. Members approve up to \$500. Kristen will research options and make the purchase.
- Open to the members or guests to share an idea or make a motion
 - Kevin brought up the 140 sign project. Our current sign is unlit, in bad shape, and can be unsafe to update. Kevin will try to find a point person at BVT to see if we can make it a curriculum project for next school year.
 - Notes from Home: we can send an order form home when we have some down time, maybe in January or February. We will continue to offer them at our events as well.

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 January 11 at 6:30pm. Stay in touch via email for details and agenda.

Adjournment