

# MEETING MINUTES

NOVEMBER 13 , 2023 - 6:00PM AT SWEETSIR SCHOOL  
MEETING CALLED TO ORDER BY: PTO PRESIDENT:JACLYN KELLEY  
MEETING MINUTES TAKEN BY: MAXINE MCGOLDRICK

## MERRIMAC PTO MEMBER MEETING

### MEMBERS IN ATTENDANCE

Jaclyn Kelley, Tracey DeCresenzo, Sara Vendshus, Theresa Nunes, Stephanie Dembro, Maxine McGoldrick, Jaclyn Scarsella, Tracey McCarthy, Devin Wetherbee, Nikita McElwee, Autumn Notargiacomo, Stephanie Vassy

### TREASURY REPORT

Financial Status Update by Tracy DeCresenzo

- **Budget review:**

- Balance as of 10/16/23 \$18,950
- **Money Raised:**
  - Meadow Farms- \$2,633
  - Cash Donation- \$40
  - Hocus Pocus Dance Admission- \$4,320
  - Bookstore- \$709

Total Cash In- \$7,702

- **Expenses:**

- Dance (Decor & DJ) -\$550
- Appropriations -\$1,290
- Bookstore -\$712
- Website Annual Renewal -\$293
- Taxes -\$36
- Readathon (library books) -\$287

Total Cash Out- \$3,168

Cash Balance: \$ 23,484

- **Holds/Commitments:**

- Quickbooks Renewal -\$320
- Appropriations (if approved) -\$4,739
- Bookstore (approx) \$700
- Holiday Event (budget TBD)
- Field Trip (if approved) -\$615
- Donation \$50
- 5th grade field trip -\$250
- Holiday Helper (sweatshirts) -\$480
- Spiritwear Sales (approx) \$350

Total Holds- -\$4,824

- There is about \$23,484 available cash as of current date.
- Remaining 2022 Read- A- Thon Proceeds- \$6,142
- Operating Budget of \$17, 342

## HOT TOPICS

- **Appropriations**
  - J. Scarsella (for all SLP)
    - Ultimate SLP.com renewal \$131.92
    - APPROVED
  - T. McCarthy (preschool)
    - Preschool Playground Supplies \$694.14
    - APPROVED
  - Dupre (Art)
    - LED Drawing Boards & Brainflakes \$113.96
    - APPROVED
  - K. Niles (Admin)
    - Re-unification Box Materials \$1192.74
    - APPROVED
  - S. Dembro (IT)
    - Ipad Charging Carts & Covers for Kindergarten \$2,518
    - APPROVED
  - Sydow (1st Grade)
    - Curious Creatures in house field trip \$615
    - APPROVED (taken from read-a-thon, tied into wit & wisdom)
- **Spiritwear**
  - Sold \$1549 so far of which we get 20% back
  - Will do a post on Facebook about the t-shirts we have in stock from MGBTS
- **Book Store**
  - Next Bookstore 12/1
  - Will schedule 2024 bookstore dates at Dec meeting
- **6th Grade Celebration/Gift**
  - Last year was sweatshirt \$2,800+
  - Previous years t-shirt \$500-\$700
  - Talked about reaching out to the other school PTO's to see their plan
  - Added to agenda for December
- **Hocus Pocus Dance**
  - Overall Success
  - Lot's of food donations
  - Over 600 people in attendance
  - Issues steamed from too many kids by themselves
  - Discussion of a code of conduct/waiver for those in attendance
  - Generic facebook post to let parents know to what to expect
- **Holiday Events**
  - Door Decorating
    - Any room can participate. Voting on facebook
    - Doors done by 12/15 for voting
  - Staff Tree
    - Adopt a Staff Member to gift to
    - \$20 limit per staff member
    - Include in the wolf pack & facebook post this week

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|   | <ul style="list-style-type: none"> <li>○ <u>Holiday Helper</u> <ul style="list-style-type: none"> <li>■ Buy each student in the program a sweatshirt</li> </ul> </li> <li>○ <u>Spirit Week</u> <ul style="list-style-type: none"> <li>■ 12/18-12/22</li> <li>■ Put into the wolfpack weekly &amp; facebook</li> </ul> </li> <li>○ <u>Grinch Breakfast</u> <ul style="list-style-type: none"> <li>■ Sat 12/16 Basketball Conflict</li> <li>■ Sun 12/17 Church Conflict</li> <li>■ Catering vs donation around \$10 per person tickets</li> <li>■ An idea of a cookie walk \$5 per bag of cookies               <ul style="list-style-type: none"> <li>● Goodies with the Grinch on a Thursday night</li> </ul> </li> </ul> </li> </ul>           |
| <p style="text-align: center;"><b>Misc.<br/>PTO<br/>BUSINESS:</b></p>   | <ul style="list-style-type: none"> <li>● <b>Scholastic Book Fair</b> <ul style="list-style-type: none"> <li>○ Week after Feb Vacation at the Sweetsir</li> <li>○ When will we do family night?</li> <li>○ Will need lot's of volunteers               <ul style="list-style-type: none"> <li>■ add to the January agenda</li> </ul> </li> </ul> </li> <li>● <b>Merrimac Santa Parade Float</b> <ul style="list-style-type: none"> <li>○ Voted no with the small amount of time until the event</li> </ul> </li> <li>● <b>Yearbook</b> <ul style="list-style-type: none"> <li>○ Need a list of staff for the yearbook               <ul style="list-style-type: none"> <li>■ Ms. Dembro said she would supply</li> </ul> </li> </ul> </li> </ul> |
| <p style="text-align: center;">The Next PTO meeting will take place on December 11, 2023 at the Sweetsir School at 6:00PM</p> |   |