

MEETING MINUTES

MAY 8, 2023 - 6:00PM AT SWEETSIR SCHOOL

MEETING CALLED TO ORDER BY: PTO VICE PRESIDENT: KAITLIN PELLERIN

MEETING MINUTES TAKEN BY: JACLYN KELLEY

MERRIMAC PTO MEMBER MEETING

MEMBERS IN ATTENDANCE

Jaclyn Kelley, Tracy DeCresenzo, Sara Vendshus, Krista Niles, Maxine McGoldrick, Jennifer Roberts, Theresa Nunes, Sarah Gilmore, Amanda Merrifield, Krystal Davis

TREASURY REPORT

Financial Status Update by Tracy DeCresenzo

- **Budget review:**

- o Balance as of 4/10/23 \$22,229

- o **Money Raised:**

- 5D Pizza Kits- \$520
- Little Caesars Pizza Kits- \$24
- Bookstore- \$528
- Spirit Wear- \$31
- Amazon Smiles- \$80
- Paypal giving fund- \$1
- Cookie Kits- \$78
- Mabel's Labels- \$56
- KDO- \$156

Total Cash In- \$1,474

- o **Expenses:**

- Website Fees- \$21
- Read-a-thon proceeds - books from Amazon- \$503
- Sales Tax-\$148
- Staff Appreciation-\$49
- Read-a-thon 2023 expenses- \$137
- Bookstore purchases-\$333
- Yearbooks- \$176

Total Cash Out- \$1,368

Balance: \$ 22,335

- o **Holds/Commitments:**

- 6th Grade trip-(\$1,000)
- Staff Appreciation (estimated)- (\$1,500)
- Nurse for 3rd Grade Trip- (\$160)
- Readathon (estimated)- \$15,000
- Square1 Art- \$209
- 3rd Grade Trip Extra Tickets- (\$40)
- Wolf Howl Fair Expenses (will be offset by ticket sales)- (\$3,500)
- Field Day Shirts- (\$3,000)
- Kona Ice (if approved)- (\$1,200)

	<ul style="list-style-type: none"> ▪ Ice Cream Social- (\$600) ▪ Plimoth In House field trip 2023/2024 (estimated, if approved)- (\$3,100) ▪ Appropriations - mailbox- (\$60) <p style="text-align: center;">Total Holds/Commitments- \$999</p> <ul style="list-style-type: none"> ● Remaining 2022 Read- A- Thon Proceeds- \$7,428 ● Operating Budget- \$14,907
<p>Misc. PTO BUSINESS:</p>	<ul style="list-style-type: none"> ● PTO Book Store <ul style="list-style-type: none"> ○ Will run on 6/2 only at the Sweetsir. The Donaghue will be having a Scholastic Book Fair during the week of June 5th-9th. ● Appropriations <ul style="list-style-type: none"> ○ Jessica Sydow submitted an appropriation for a mailbox which will be used for students in the classroom. (Approved) ○ 3rd Grade put in an appropriation for Plimoth which will be coming to the Donaghue in the Fall. 4 Actors will come and the whole school will experience this event. The cost is \$3400, and the deposit will be 1/2 which is due asap. (Approved) ○ Sarah Gilmore organized printing of the Field Day Shirts. There will be 9 different colors, and the 6th grade students will receive Tie Dye. The cost of the shirts are \$4,077. (Approved) ○ The Field Day Committee submitted an appropriation for Kona Ice to come to the Donaghue during Field Day. The cost of this would be \$1,200. (Approved) ● Merrimac Goes Back to School <ul style="list-style-type: none"> ○ This will take place on 8/31 from 2:00-4:00 PM. ○ Students will meet their teacher and see their classroom from 2-3, with the exception of Kindergarten students who can meet their teacher in the courtyard at the Sweetsir. Kindergarten Students will see their classroom on Orientation Day. ○ Parents must accompany their children to see their teacher and their classroom. ● Teacher Appreciation Week <ul style="list-style-type: none"> ○ Will be 5/15-5/19. The theme will be the 5 R's. Refill, Refresh, Restock, Reward, and Refuel. <ul style="list-style-type: none"> ■ Fill a Bucket ■ Beverages ■ School Supplies ■ Gift Card Raffle ■ Luncheon ● Wolf Howl Fair <ul style="list-style-type: none"> ○ This event will take place on 6/16 from 6:00-10:00 PM. Theresa is requesting approval of a \$3,400 budget. Most of this will be recouped from the ticket sales. (Approved) <ul style="list-style-type: none"> ■ Bouncy House ■ Carnival Games ■ AirBrush Tattoos ■ Face Painting ■ Movie

- **School Supply Kits**
 - The PTO has sold 18 Kits so far. A discussion of whether or not to continue to offer this service took place. The PTO has decided to continue to offer this service, as it's easy and doesn't cost us anything.

- **Kindergarten Playground Meet-Up**
 - Tracy would like to offer an official playground meet up for incoming Kindergarten Students at the Sweetsir. Not all parents are on Facebook to see the unofficial ones that different classes organize, so it was suggested to do one big one. Tracy will coordinate with Mrs. Niles to come up with a plan and a date.

- **SEPAC**
 - The Special Education Parent Advisory Council has started back up. Over the summer they will be doing zooms, and in person meet ups to help accommodate working parents.

- **Yearbook**
 - There were 181 orders. People can still order the yearbook but will have to pay shipping and it will be sent to the child's house rather than the school.

- **Suggestions for Upcoming Year**
 - PTO Liaison to come to field day meetings next year.
 - Possibility of PTO helping teachers find Field Trips. One idea was to form a Cultural Arts Committee within the PTO.
 - Try to collaborate with other PTO's in the Pentucket District.

- **Board Elections (Approved)**
 - President- Jaclyn Kelley
 - VP1- Sara Vendshus
 - VP2- Theresa Nunes
 - VP3 Jennifer Roberts
 - Secretary- Maxine McGolderick
 - Treasurer- Tracy DeCresenzo

Thank you for all of your support this school year! We will see you in September.