

# MEETING MINUTES

SEPTEMBER 10, 2019 - 6:30PM AT: FREDERICK N. SWEETSIR ELEMENTARY SCHOOL  
 MEETING CALLED TO ORDER BY: PTO PRESIDENT - NANCY LOMBART  
 MEETING MINUTES TAKEN BY: SARA VENDSHUS

## MERRIMAC PTO MEMBER MEETING

MEMBERS IN ATTENDANCE	<p>Meghan Marlowe, Sara Vendshus, Marilyn Judson, Beth Villani, Jessica Bishopp, Jessica Perkins, Colleen Liporto, Glennys Bistany, Pam Burke, Julie Walton, Rachel White, Rene LeClerc, Stephanie Dembro, LeeAnne Davis, Erin Raine, Cheryl Burkinshaw, Stephanie DeRosa, Allyson Dwyer, Taryn Fish, Rebekah Abate, Nancy Lombart, Lisa Manni, Theresa Nunes, Trish Horgan, Danielle Grimes, Marice Little, Rachel Judkins, LeeAnne Falvey, Cheryl Gregg, Christie Dinan, Jon Bartholomew</p>
TREASURY REPORT	<p>Financial Status Update by Jon Bartholomew</p> <ul style="list-style-type: none"> <li>• Budget review:             <ul style="list-style-type: none"> <li>○ Currently have just over \$12k in bank account                     <ul style="list-style-type: none"> <li>▪ \$1k still outstanding to pay Kona Ice (for MGBTS) and PTO insurance</li> </ul> </li> <li>○ Reviewed previous years fundraisers (Boosterthon, Yankee Candle, online auctions) see financial report for details.</li> </ul> </li> <li>• Discussed field trips &amp; cultural arts appropriations             <ul style="list-style-type: none"> <li>○ We have a list of proposed field trips from teachers adds up to \$16k, typically PTO only provides \$1k per grade... Ideas how to spend:                     <ul style="list-style-type: none"> <li>▪ We could allocate a dollar amount per child instead of per grade.</li> <li>▪ We could increase total per grade to be \$1500 to \$2000</li> <li>▪ We could pay the amount the teachers ask for.</li> </ul> </li> <li>○ Teachers have already started requesting funds, we're expecting more requests in October at our appropriations meeting.</li> </ul> </li> </ul>
INTRODUCE COMMITTEES	<ul style="list-style-type: none"> <li>• Introductions to various PTO committees. All members encouraged to join. Includes:             <ul style="list-style-type: none"> <li>○ Communications – led by Sara Vendshus                     <ul style="list-style-type: none"> <li>▪ Includes flyers, advertising, online communications, newsletters, etc.</li> </ul> </li> <li>○ Fundraising – led by Nancy Lombart                     <ul style="list-style-type: none"> <li>▪ Includes brainstorming ideas, planning, and coordinating fundraisers</li> </ul> </li> <li>○ Teacher Appreciations – led by Cheryl Burkinshaw                     <ul style="list-style-type: none"> <li>▪ Includes planning “teachers are souper” &amp; teachers appreciation week</li> </ul> </li> <li>○ Events – led by Meghan Marlowe                     <ul style="list-style-type: none"> <li>▪ Includes planning and coordinating family events, seasonal events, etc.</li> </ul> </li> <li>○ Enrichment Programs – Glennys Bistany                     <ul style="list-style-type: none"> <li>▪ Includes planning and coordinating extra-curricular activities like theatre production, robotics, ski club, BOKS etc.</li> </ul> </li> <li>○ Parent-Teacher Liaison Volunteer – no lead yet                     <ul style="list-style-type: none"> <li>▪ Includes attending principals advisory committee, student council meetings, PEF meetings, and communicating information between organizations.</li> </ul> </li> </ul> </li> </ul>

**EVENTS:**

- 6<sup>th</sup> Grade Project Adventure happening 9/23 – 9/24
- Need to start planning the 6<sup>th</sup> Grade Celebration (potentially including trip to Cedardale).

**FUNDRAISERS:**

- Spirit Wear – Sales happening now, ends tonight.
- Boxtops – Process is changing, Trish Horgan will be sending info out to parents soon.
- Yankee Candle – Sales happening now. Typically, our 2<sup>nd</sup> biggest fundraiser.
- Harvest Festival happening on 10/18. Contact Meghan Marlowe or Sara Vendshus to join planning committee. Looking for new ideas to change a few things from previous years.
- Boosterthon will happen in May, and will be held outside. Biggest fundraiser last 2 years.
- Auction would be a great fundraiser opportunity. Held several online auctions last year, they did raise several hundred dollars. Other PTO's have successfully raised around \$30k or more. Requires several volunteers, and supportive community donations. Contact Nancy Lombart if interested in joining planning committee.

**ENRICHMENT PROGRAMS:**

- BOKS – Exercise program for kids 2 days a week before school. More details will go home soon. Parents invited. Cost will be \$20 per child unless you already pay for before/after school program then it's free. Cost will pay for exercise supplies (bins, hula hoops, balls, etc.) Sign up through Merrimacpto.org or contact Nancy Lombart with questions.
- Bookstore (10/4 - 1<sup>st</sup> Friday of October)
- Ski Club – Process is changing to pay through merrimacpto.org. Lisa Manni helping to coordinate details through website.
- Screenagers documentary – Screening targeted to parents dealing with issues that may arise with youth online. Cost is \$650 per screening. Includes showing 10 years & older, and includes Q & A afterwards. Could have Police Chief attend and discuss issues he sees with children. Could offer it to "We Are Pentucket" parents/students. In planning, we might consider that the PTO 5+ years ago hosted something similar and had a low turnout.

MISCELLANEOUS  
PTO BUSINESS:

- Pentucket Educational Foundation offers grants for programs /educational events – we can take advantage of that in the future. Marilyn Judson has contact information.

PTO MEETINGS ARE THE 2<sup>ND</sup> TUESDAY OF EACH MONTH AT 6:30PM @ SWEETSIR SCHOOL  
Next Meeting is October 8th