

Pittsfield Elementary PTO Meeting Agenda

Meeting Date: Wednesday, June 12th, 2019 4:00 P.M.

Meeting Location: PES Learning Commons

1. Call to Order -

PTO Officers Present: Melissa Babcock, President
 Katie Nikas, Vice President
 Sabrina Smith, Secretary

PTO Board Members Present:

Meg Foehl
Chris Northrop
Darlene Stewart
Sue Elliot
Danielle John-Zensky
Lindsey Riel
Adam & Jill Gauthier
Kathy LeMay
Kathy Mahanes
Sherry Evans

PTO President Melissa Babcock called the meeting to order at 4:07 P.M.

2. Minutes -

Katie Nikas motion to accept May 2019 meeting minutes, seconded by Meg Foehl.
Minutes approved.

3. Officers' Reports -

- a. President's report – National Night Out to promote PTO. Ideas for activities suggested last year doing a corn hole throw. Melissa Babcock suggested button maker to use as well. Discussion of using two people to help out per table.
- b. Vice President's report – Nothing new at this time.
- c. Secretary's report – Nothing new at this time.
- d. Treasurer's report – Financial Summary submitted for the 2018-2019 school year. The water filter in new water fountain was replaced. Melissa Babcock stated that it almost lasted a complete year. Checkbook balance of \$13, 784.34 Expenses: \$12,071.12 The Financial summary will be updated at the close of the school year and will include Donuts with Dudes and any other expenses accrued during the school year. A full copy of the report can be found with Derek Hamilton.

4. Committee Reports -

- a. Trunk or Treat- Chair Jillian Gauthier**
Jill is ready to get going and excited about this year's set up. Talks with school about having a sensory Trunk or Treat before the main event for children with sensory sensitivities.
- b. Fundraising/Raffle- Chair Melissa Babcock**
We will be soliciting donations during summer for the basket raffle. Classes will be able to choose theme after school starts in the fall. We will start to sell tickets in November. Voting day worked well as a way to sell tickets. Katie Nikas will keep track of donations per basket for how much was raised during our next raffle.
- c. Scholastic Book Fair- Chair Sabrina Smith**
- d. Breakfast with Santa- Chair Melissa Babcock**
- e. Special Events- Father's Day, Mother's Day, Teacher Appreciation-**

5. Administrative Leadership Team- Kathy LeMay

End of year exhibition went well last week. Title 1 Summer Program feedback from families with 62 responses. Decided to utilize Lexia next year. Trying to decide on dream box or other programs. Kindergarten celebration will be held on June 17th at 6:00 pm in the PES gym. 6th grade Promotion Ceremony will be June 18th at 6:00 pm in the PES gym.

6. Teacher/Faculty Input –

Mrs. Elliot, Mrs. Stewart and Mrs. Mahanes, along with other teachers gave a huge thank you to PTO with gifts and a light dinner/dessert arrangement.

7. Unfinished (Old) Business –

- a. Color Run- Chairs Katie Nikas and Jill Gauthier**
Katie reported from last Boosters/PTO meeting that the meeting went well. They are trying to get more applicants by the 24th of June. Those that sign up before the deadline will receive a t-shirt and goodie bag. Applications can be found online or copies are provided at Bell Brothers, Town Hall, Jitters Café and the Town Pool. Jill Gauthier says the committee is looking for Christmas blow up yarn ornaments for decoration. There will be No bathrooms available at event, so prepare in advance. The committee is also looking into a portable sprinkler? Kathy LeMay suggested two spigots are available to use at PES and the high school.
- b. Box Tops- Chair Melissa Babcock**
June award/Celebration and Summer Collection Contest. The tally was done by Beth Colon-Pagan. The school collected a total of 3,330 box tops this year. 1st place goes to Mrs. Elliot's 3rd grade class with 744 box tops collected. The 6th graders came in 2nd place with a total of 566 Box Tops collected. A total of \$1000 was collected for our school from last spring until to now. PTO was able to use some of that money to fund field trips this year. Box Tops program is now promoting an online app where

- families can download and app, add our school info and collect Box Tops online.
Please spread the word to anyone you know.
- c. Muffins with Mom- Chair Melissa Babcock
Melissa said the event turned out great. Extra fruit that was left over was shared with the 3rd graders at recess during testing.
 - d. Donuts with Dudes- Chair Melissa Babcock
We will be serving all plain glazed donuts this year and have a table where the children can decorate their own donuts with frosting and sprinkles. We will also be serving cheese sticks and fruit.
 - e. Cornhole Tournament during Balloon Rally-
We received a few more donations. Planning on having two types of tournaments, a backyard bean bag toss as well as a Championship league. Prizes awarded will be \$200, \$100 and \$50.
 - f. Spring Book Fair-Chair Sabrina Smith

8. New Business -

- a. Natural playground- Meg Foehl
A nature-based playground in collaboration with PTO. Some ideas of what is wanted in the process are an inground slide, tunnel out of willow branches, stump/log balance beams, bigger sand box, spider web climbing, rope swing or group of swings, mud kitchen, and an outdoor area for art. It will be a process that will happen over time. PTO will help with the plants and greenery. Types of plants needed so far are blueberry bushes, lavender, forsythia. Mrs. Mahanes says there are rules for tires/spacing/number of children. Kathy LeMay sent a message to bring to school board for approval. Katie Nikas makes motion to spend up to \$500 greenery/plants for nature-based playground, Jill Gauthier 2nd. Motion approved.
- b. Fund Requests- none at this time
- c. Spirit Monkey Spirit Sticks-
Melissa Babcock shared info on school Spirit sticks. A copy on the information can be found at main office. We are looking for feedback from staff, teachers, school events. Kathy LeMay likes the idea of using them in the school store but doesn't want it to become too common for purchasing and wants to keep it as a reward based them. She also suggested taking it to the student council for input from Derek Hamilton and Lindsey Bickford. Melissa Babcock suggests ordering for the fall so that we get them in time for PTO activities Katie Nikas makes motion to place order \$1500 worth for PTO activities and order more when teachers/classes choose which Spirit Sticks they would like to use. We will revisit in December for other PTO activities going forward. Lindsey Riel 2^{nds}. Motion approved.
- d. PTO Officer Nominations for the 2019-2020 school year-
PTO President- Melissa Babcock
PTO Vice President- Jill Gauthier
PTO Treasurer- Cara Marston

PTO Secretary- Sabrina Smith

Member Representative- Lindsey Riel

September we will be looking into the bylaws to see about having 2 Member Representatives on the board. Welcome to the board Jill Gauthier and Lindsey Riel! The PTO is looking forward to supporting another amazing school year in 2019-2020!

e. 2019-2020 Meeting dates/times-

Discussions on new meeting dates. It was suggested to meet earlier during the week at 3:00 PM on Wednesdays for a couple of the meetings so teachers will be able to join the meetings and holding other meetings later to cater to parents who would also like to join PTO. Times are not set yet, so we are looking for more feedback.

f. 2019-2020 PTO Activity/event calendar-

Melissa Babcock presented an at a glance visual of PTO activities for the school year. Katie Nikas suggested using card stock.

g. School board Meetings- 1st and 3rd Thursday of each month PMHS Media Center

9. Announcements -

10. Adjournment -

Meeting was adjourned 6:01 P.M.

Next PTO meeting will be on Wednesday, September 11th at 6:00 P.M.