**PTO Meeting Minutes from 10/9/18**

Gabrielle was unable to attend the meeting she had a wake to attend. The principal’s report will resume in November.

There will be an ALICE Training for parents (Active Shooter Response Training) held at the Beverly Middle School on October 16th.

**Treasure’s Report: Kristen**

Kristen reviewed the balance sheet and called out items that were still pending purchasing and payout. She called out that our projected income for the 2018-19 school year is ~$21,300 and our projected spend is ~$33,050. Even though we are projected to spend more than we will take in we have enough carry over from last year and we have budgeted to provide $12K in the account the start of next school year. These estimates are based on not earning income from Dinner Around the World (DATW). We have received $410 to-date from the direct donation drive which is a good start.

ACTION ITEM: Kristen shared names of families that gave a direct donation with Anna and Lindsey so a thank you note can be sent.

The PTO would like to project and communicate the message to anyone in our community who inquires that a great portion of the money raised is spent on field trips. Arts & Enrichment programing and teacher support.

**MySchoolAnywhere Update: Cat**

Three emails have been sent to request families to update and confirm their accounts on myschoolanywhere.com. We are at a 67% acceptance rate right now.

ACTION ITEM: Rosie to send Anna & Mrs. Hudackthe MySchoolAnywhere flyer that went home to K, 1st and new families. Anna will share the flyer with Cat.

ACTION ITEM: Ask Gabrielle to request that teachers send a communication on MySchoolAnywhere to their classroom families in their Sunday Night Housekeeping email communications.

**Fall Festival Update: Michelle**

A flyer was sent home. 136 pumpkins will be onsite and available to decorate. The proceeds from the pumpkins will go towards the 4th grade class. A DJ is needed for the event. The one we have used in years past is not available. Michelle is working on two leads for a DJ and Mrs. Hudak mentioned she had a contact who may be able to do the event and is available that evening. There are some responses for the event that came back and they are in the PTO mailbox.

ACTION ITEM: Sign-up up genius to be sent out for volunteers

ACTION ITEM: Ali is to send the previously used bake sale flyer to Michelle. It was suggested that the flyer be tweaked a bit to suggest sending in healthy options too.

ACTION ITEM: Cat to post a blog on the event on Sunday night

**Open Committee Positions Update: Lindsey**

The following are committees that need volunteers to lead the efforts this school year

* Welcoming Committee
* School Committee Liaison
* Hospitality Coordinator
* Grants
* Polar Plunge

It was confirmed that students will be able to handle updating and bring the sandwich board in/out as needed. The 4th grade committee is being led by Emily Gooding and Alison Bazin with a team of three others.

**Charleston Wrap Update: Melissa**

Orders are due on Friday. The teachers have received the large order form envelope to collect forms when they are returned. We have received over $400 in online sales as of Tuesday.

**Walking School Bus Update: Ali**

The official Walking School Bus will be held on Tuesday, October 16th.

ACTION ITME: Rosie to create a flyer for Ali to be posted and shared online.

**School Committee Representative Update: Paul Goodwin**

Superintendent Dr. Steven A. Hiersche is planning to retire. The school committee is looking into preparing for a search for an incumbent. MCAS score results are available. Dr. Hiersche will present the week of October 17th on the results and how we compare to surrounding communities. This will be held at Beverly Middle School at 7:30PM.

There is a school committee meeting scheduled for Wednesday evening 10/10 at 7PM.

**AC Units for Classrooms: Lindsey**

We would like to look into purchasing standing AC units in the classrooms (like the ones in McKeown) to help with the heat at the end and start of each school year. Lindsey would like some help in researching the units. This will entail ensuring the units are energy sufficient and confirming the electricity amount to ensure it will fall within the school budget.

**Playground Paving/Painting/Equiptment: Lindsey**

It was voted and approved at the end of the school year last year to have the hot top repaved and a design painted on it. $2,656 was approved for this project. We are looking for a volunteer to spearhead this mission. This person would need to connect with Mrs. Serra and Gabrielle to grasp the vision and execute the plan. This person would also need to connect with the city on scheduling time to pave the property (at the city’s expense).

ACTION ITEM: Volunteer needed to be the project coordinator to execute this mission

**Projector: Rosie**

At the end of last school year the PTO voted and approved the purchase of a new school projector in the amount of $1,500 to replace the existing equipment. We need the staff to provide the PTO with their wish list projector and Needs.

ACTION ITEM: We need to ask teachers what kind of projector would suit their needs to ensure we are purchasing a unit that will meet the needs of the school.

**SquareOne Art Update: Melissa**

We will run SquareOne art again this year. Emily Goodling will lead this effort and will work with Mrs. Siepka.

**Bingo Night: Lindsey**

This event has been pushed to the spring. We need someone to volunteer to run it.

**Willowdale Event:** Lindsey & Melissa

Willowdale has offered function space and food at no cost with a cash bar in November. The PTO would like to host a Community Appreciation Event.

**Thanksgiving Pies: Lindsey**

Rachel Redman will run this fundraiser again. We will use the same vendor and orders will be due by November 1st. A flyer will be sent home soon.

**BoxTop Challenge: Ali**

We are in coopetition against Centerville to collect the most box tops. The challenge end date is October 26th.

**Spirit Wear: Anna**

The store has closed and we made a profit of $260. We will be purchasing the remainder of water bottles that did not sell at cost, totaling: $239. These water bottles can be sold or used for teacher appreciation and/or as prizes to kids for boxtop challenges and the like.

**A&E Update: Julie**

Julie attended the teacher and faculty meeting and discussed programming that worked and new programs teachers are interested in. Change is Simple is going to continue to be supported by the PTO A&E budget. Other programing that is scheduled to move forward is: Historic New England, Didgeridoo Down Under, Geography Game Show and Tony Tolito

ACTION ITEM: Julie is recruiting for A&E committee member support. There is a lot of time and effort/commitment to ensure these programs run successfully and she could use a helping hand.