

PTO Board Meeting

Tuesday, October 6, 2020

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# Attendees

Ali Kearney - Co-President

Heather Mason - Co-President

Melissa Thunberg - Co-Vice-President

Molly Regan - Co-Vice-President

Lindsay Ducharme - Co-Treasurer

Gia Stackpole - Co-Treasurer

Colleen Reyes - Secretary
Lisl Hacker - BevEd Grants

Lizzie Dobkowski - City Wide PTO

Cat Warren - Communications

Anna Michalski - Technology Director

Julie Flowers - A&E

Britta Panda - Room Parent Coordinator

# Agenda

Welcome and Introductions
Principal’s Report
Introduction and Board Overview
PTO Accomplishments Review
Budget Review and Approval

* Current state, expenses to date, anticipated spend, anticipated gain
* Amazon Web Link

Items to Discuss/Help Needed

* Teacher water filter
* Additional teacher Appreciation
* Open Positions/Shadowing
* A&E
* Spirit Wear Update
* BINGO Night
* Charleston Wrap
* Citywide

Open Forum

# Notes

Principal’s Report

* Copy of the report: https://docs.google.com/document/d/12vTJkPSG6OLN1GCaLjPeknMv-NzzuNf-PesTdwCgc3E/edit

PTO Accomplishments Review (Ali)

* Tents purchased
* Stumps polyurethaned for outdoor classrooms
* Rain ponchos purchased for rainy days for kids
* Teacher checks provided to reimburse for classroom setup
* Staples donated many school supplies
* Popsicles provided during classroom visits
* Susan Powers has volunteered to organize and run treat and coffee donation for the teachers

Budget Review and Approval

* Budget was discussed at length. Items that are in flux have been adjusted based on the current situation this year. We need to raise about $19,000 based on the adjusted numbers and Molly and Mel are hopeful in being able to raise these funds.

Items to Discuss/Help Needed

* Teacher water filter - Voted to fix. Ali has been in touch with the City to decide the course of action. Amanda Lennon offered to help if needed with outside plumbing supply company (her email is ahlennon@gmail.com)
* Additional Teacher Appreciation - will be discussed at the next meeting but if anyone has any ideas email ptohannahschool@gmail.com Two ideas included offering fitness classes to teachers and doing a raffle of donated items for the teachers as well. Britta is in charge of the Teacher Appreciation committee and Motivational Mondays are something that they would like to do again next year.
* Open Positions/Shadowing - Cat (website) and Julie (A&E) looking for shadows. Tana Sinderlova-Whiting offered her husband Justin Whiting to help with the yearbook if no fourth grade parent would like to take it on. Cat Warren, Lizzie Dobkowski and Tana Sinderlova volunteered to work with Mrs. Montevecchi on the gardening committee.
* A&E - “Arts & Enrichment” within the PTO provides events and activities that support grade level curriculum. It is the PTO’s biggest line item in the budget. Through A&E we typically bring into school featured speakers and experiences to enhance/deepen our student’s learning experience. This year A&E will look quite different, given the social distancing parameters we must follow, as well as the fact that over 100 of our Hannah students are in the Remote Learning Academy. Julie Flowers (Director of A&E) and Mrs. Montevecchi (Principal) are going to to hold off on scheduling A&E events for the fall. They will address again after we’ve established a rhythm with the school year.
* Spirit Wear Update - Colleen reports that we will be working with Graphic Jam and they will be able to provide an online option. Items and prices will be determined soon and the goal for an online store is November. We may want to explore a student contest for a t-shirt design that can be offered in the Spring.
* BINGO Night - will discuss at next meeting
* Charleston Wrap - Molly reports Hannah will receive 40% of the proceeds. It will kick off October 19th and run through Black Friday weekend. The fundraiser will be virtual and deliveries will be made directly to the customer. Everything will be completely online. This typically brings in $3,000-$3500. Direct Donation option will be available but Molly will check with Mrs. Montevecchi.
* Citywide - will update next meeting

**Upcoming Event Dates and Reminders:**

* Please remember to take a moment to check out our website at [www.hannahpto.org](http://www.hannahpto.org).
* PTO Meeting minutes are recorded and available on the Hannah PTO website. Tell your friends.
* Questions/Comments – please direct them to ptohannahschool@gmail.com.
* Next meeting November 10, 2020 6:30-8:00pm Topic: Fundraising

# Action Items

1. Looking for a chair or co-chairs for 4th grade committee
2. Looking for a co-coordinator for Teacher Appreciation with Britta Panda
3. Looking for parent fitness instructors to lead teachers in a free class
4. We have two board members “graduating” this year and are looking for volunteers to shadow alongside them this year to learn the ropes:
	1. Arts & Enrichment Director
	2. Communications Director

If you are interested in any of these roles, please email us at ptohannahschool@gmail.com