

April 7, 2022

Meeting Start: 6:02 pm

March minutes were approved. Linda motioned, Phil seconded.

In attendance: Aimee Magovern; President, Jennifer Catolane; Treasurer, Linda Curtiss; Secretary, Jennifer Hibbins Salzano, Phil Magovern, Trisha Tetreault, Amy Maxton, Meaghan Martin, Zach Haynes, Brittany Mackbach, Karema Almeida, Joy Ewen, Cecily Goulange, Michelle O'Brien-Ransom, Elizabeth Wilson, Leo Tetreault, **Teresa Stronghold (not sure on spelling-on phone)**

**PRESIDENT'S REPORT:**

- Pre-school Storyteller (follow-up from 1/15/20): Mrs. Higgins is having a story teller come in on June 9th for her preschool class. She offered to include the whole school if we are willing to pay an extra \$300. 1<sup>st</sup> and 2<sup>nd</sup> grade will be on a field trip to the CT Science Museum. Meaghan tried to reschedule the trip but was unable to. Amy says she has just heard it is set up for the whole school. Jen Catolane said she believes we already voted on it last year. **(We ended up moving on while Amy Maxton was checking on the date of it, so it was left there... not sure if we need to revisit it next month or if we are good with that?)**

**VICE PRESIDENT'S REPORT:**

- Assemblies update: June 2<sup>nd</sup> at 1:00 for Bubble Mania is all set to go. Dana was not able to make the meeting tonight. Tom told Jen Salzano that school committee members can attend so she assumes that PTA members could go as well. Cecily would like to attend and bring her preschool daughter who would be out of school at that time.

**SECRETARY'S REPORT:**

**TREASURER'S REPORT:**

- Financial Update: Our checking account is right around \$48,000. Cash calendar prize payments are still coming out. The student accounts are at \$11,305. Teachers' balance is at \$937. We paid for the "Bye Bye Bully" assembly and payouts for cash calendar winners.
- Cash Calendar funds to classrooms: Last year we gave 20% to the classroom accounts, split equally. Net from this year was around \$16,000. 20% of that is \$3,200. Should that be divided equally? 1<sup>st</sup>, 2<sup>nd</sup> and 4th sold over 200 calendars. 3<sup>rd</sup> and 5<sup>th</sup> sold just under 200. Preschool, kindergarten and 6<sup>th</sup> sold fewer than 100. If we calculate 20% by individual class sales, early Pre-k would get \$50, and 2<sup>nd</sup> grade would get \$746 (for 373 calendars sold) into their accounts. Split equally amongst all classes, it would be about \$326 for each class. Traditionally, the fall fundraiser is allocated by what each class sold; each class gets a percentage of what they sold. Jen will run some more numbers... maybe 10% to all classrooms plus an extra % to classes that sold more? We will revisit and make a decision at the next meeting.

**OLD BUSINESS:**

- Field Day: Saturday, June 11<sup>th</sup>. Tom suggested we limit it to one parent per child because of the ability to feed everyone in a timely manner, and get the bus riders fed and on the bus in time. If we get the bus riders fed first it should workout. We could also ask Dawn to bring her hot dog cart. If dismissal is at 11:45, time will be tight. Aimee will check with Tom again to see what exactly he will be allowing. We could send out a registration form to find out who will be coming, and whether they will be an observer or volunteer, and if their child will be riding the bus. Or families could just come in the afternoon for the bounce house and dunk tank. The PTA could chip in to pay for parents to eat. Parking might be tricky as well. The porta-potty needs to be ordered. Meaghan will look into who ordered it last year.
- Staff Appreciation Week events: Brittany has been taking care of staff appreciation days and appreciation weeks. Karema is willing to help out with teacher appreciation week. Linda, Cecily and Michelle are happy to help as well.
- Gaga Pit: the mats will be arriving next week. Phil is hoping to get them installed over April break. He and Creighton will work on getting that scheduled.

**NEW BUSINESS:**

- Presentation of '22-'23 officer nominees (vote in May): President: Cecily Goulange; Vice President: Phil Magovern; Treasurer: Trisha Tetreault; Secretary: Michelle O'Brien Ransom.
- Presentation & discussion of By-laws (vote in May): "Article 2, sect. 1, para a: references place of worship and spiritual wellbeing." We don't feel that fits in our area of responsibility. We will remove that from our by-laws. "To advocate for fiscal responsibility regarding public tax dollars in public education funding." We don't take money from

the school, so we don't feel it fits into our bylaws. We will remove that. They changed the wording from "Basic policies" to "principals." "Article 4 sect 1 para c: submit dues by November 1<sup>st</sup>." Phil just highlighted that because in the past we have missed that deadline frequently. "para I: to file a form 990 with IRS." Jen says we don't need to file that form because we don't meet the threshold of a quarter million dollars. We file a 990N form instead. "Official membership cards are to be issued in the fall." We haven't had membership cards in several years. We will start that next fall. "Membership can be paid by scholarship if someone can't pay the \$5 membership." We can do that, but we don't need a formal fund for that. "We will not be able to participate in programs if dues are not paid by December 1<sup>st</sup>." Particularly the "Reflections program." We need to clarify what that is. Bring attention to a "Nominating Committee comprised of 3 members who will meet 6 months before election." We can change the timeline on that. "Nominees are presented in April." "Have check signed by 2 people, the treasurer and one other." We can change that to say "if over \$1000." "The amount of members needed to have a special meeting: 5." We can make additional edits if needed. We will vote on it at the next meeting.

- Menstruation Station: Jen Salzano brought the idea to have some supplies available for girls who need them in a cabinet in Mrs. Flower's classroom. Some sanitary options, as well as extra pants and underpants for anyone in need. All agreed it was a good idea. Mrs. Daley said she doesn't have money in her budget for any such supplies. She suggested having it in Mrs. Flower's room because she has a cabinet to keep such supplies in and her room is always open. However, the PTA is there to do for all students and not just for one group. So Aimee felt it was more of a nurse's department item. We can have a "pad drive" and have people bring in items to supply this for the girls. Aimee will get in touch with Denise to see what supplies she has. Trisha, Brittany and Jenn said they are willing to help independently from the PTA.
- Playground Equipment (Linda): with the bank account growing over the past few years, due to Covid as well as due to profitable years of Cash Calendar sales, would it be possible to get another small piece of equipment to add on to the school playground? At this point, we still haven't paid out the \$5,000 for the new equipment purchased last summer. Jen has not received a bill yet. We would have to check with Tom as to what there would be space for. The installation costs are typically about as much as the piece of equipment. We could add to the paint on the blacktop, maybe 4-square lines and other games. Aimee can put a letter together for Tom about what we are thinking.
- Raised bed activity and maintenance: Do we need to have our own equipment to maintain the garden beds once planted? Someone from the school needs to turn the water on. Eric helped last year, but it seems like such a bother for them.
- Mother's Day: Amy Maxton is asking if we can fund events for kindergarten - 1<sup>st</sup> or 2<sup>nd</sup> grade. "Moms and Muffins" or "popsicles with Pops" or give out roses or do a craft. Last time they got \$150 per event, but last year was tight and they want to include 2<sup>nd</sup> grade this year. 1<sup>st</sup> grade has 20 students and K has almost 20, so just those alone will cost more than last year. 2 events at \$200-\$250 per event. They will only spend what they need. 2<sup>nd</sup> grade missed it the last two years because of Covid. A vote was taken and all approved a budget of \$200-\$250.

Next meeting: Thursday, May 5, 2022 at 6:00 pm via Zoom.

Meeting adjourned: 7:52 pm. Aimee motioned, Phil seconded.