

**Peaslee Elementary School PTO
Summer Meeting Minutes
August 3, 2022**

I. Welcome

II. Board Updates for 2022-2023 School Year

a. New Officers –

- i. Co-Chair- Laura Wyrsch
- ii. Co-Chair- Erin Tagliaferri
- iii. Treasurer- Amanda Gibeau
- iv. Communications – Melissa Brodeur & Jessica Magnuson
- v. Enrichment – Ella Pruslin
- vi. Teacher Representative- Mrs. Daunais and Mrs. Brooks
- vii. Principal – Dr. Coakley

b. Volunteers:

- Staff Appreciation: Lisa Scalone & Jessica Hey
- Gardens: Nikol Maher
- Book Fairs: Nikol Maher
- Food Pantry: Jen Martin
- Raffle Baskets: Lorissa Smulan
- Silent Auction: Dan Rickli
- Spirit Wear: Jil McGinnis

c. Board Meeting Schedule. (Open Meetings) – Will book meetings at the library for October, February and May.

III. Finance Update

- a. Next year Budget Planning – Enrichment \$7500, Field trips - \$3000, Grants- \$2000, Supplies- \$175, Library -\$500, Spirit - \$1000, Teacher appreciation - \$1000, Misc- \$1000. Proposed Budget- \$21,250.
- b. Ideas for Fundraising – Silent auction, Kids Fair, Direct donation, sponsors, Family Fun Day, Baystate textiles, Amazon Smile, Spirit Wear, Fun Run, Parents Night out.
- c. Erin to follow up with Kristen Ferrante regarding cost of busses for field trips.
- d. New Grant and Reimbursement Form, New Field trip form- Amanda has set up electronic forms for the teachers and PTO members to use for reimbursement. Will be posted to our website and sent out to staff.
- e. Change of Signers for Avidia Bank – Remove Kim Schimmoller and add Amanda Gibeau. - Completed

IV. Grant Requests

- a. From Mary Coakley- \$500 Sound proof padding for Music room in old computer lab- Mary will submit forms for these two grants. Discussed that this would be almost our whole grants budget. Could they try the music class for a few weeks to see if they need the sound proof padding?
- b. From Mary Coakley - \$400 Cooling Fan for teachers room (old copy room)- Is there a less expensive option? Mary contacted and will get back to us on these two grants.

V. Upcoming Events

- a. Welcome Back Night – Sept 9th- 5:30-7:30 pm. Melt Food Truck, Trombettas Ice Cream and DJ. Need one more food truck. Will purchase hula hoops, chalk and bubbles. Put out lawn games.
- b. Welcome Back for Teachers – August 30th at 11:30. 55 people. Catering from Wegmans and parent donations. Need someone to pick up food and set up in cafeteria.
- c. Applefest - ? parade – Erin to submit form for Applefest parade. Laura will decorate truck. Need someone to dress as panda. Will send out flyer inviting students to participate. Candy to toss out.
- d. Kids Fair- Winter Date to be planned
- e. Picture Day- September 23rd- Emily Waters has signed up to coordinate school photos.

VI. Fundraising

- a. Ideas Silent auction, Kids Fair, Direct donation, sponsors, Family Fun Day, Baystate textiles, Amazon Smile, Spirit Wear, Fun Run, Parents Night out.
- b. Spirit Wear – Jil McGinnis will coordinate spirit wear with first sale hopefully Sept.
- c. Silent Auction- Dan Rickli – continue reaching out to businesses. Anyone that has a connection to a business can reach out to ask for a donation. Silent Auction at Welcome Back Night or Kids Fair

VII. Enrichment

- a. Planning and Ideas
- b. Ideas we came up with- Slapstick Science, Historic Society, Author visits
- c. Erin and Ella meeting with Mary in August

VIII. Miscellaneous

- a. Gardens – Nikol has created a sign up genius for two days asking families to help spruce up the gardens. PTO to provide water and snacks.
- b. Ticketing Service Ideas- Asked other schools if they use any sort of ticketing websites to sell tickets for ex: kids fair. No ideas yet.
- c. School Directory – Erin followed up with Greg – PTOs will be able to share the new online directory with families developed from the new Website the district has created.
- d. Next meeting- Erin to plan a late August meeting to wrap up Welcome Back Night, Teacher lunch etc.
- e. Monthly Board Meetings- Waiting to hear from Mary regarding days/times.