

# Leeds Elementary School PTO



## General Meeting Minutes

November 16, 2017

6:30 p.m., Leeds School Library

Adena Calden, Kaitlyn Ferrari, Cristina Fox, Kate Agresto, Angie Agresto, Kristy Munson, Sal Canata, Tara Sherman, Erica Lamana, Bonnie Palmer, Joanne Peterson, Holly Taylor, Liz Burnsworth

- 1) Welcome: share your favorite gift giving experience
- 2) Minutes: October Erica motions to accept the minutes, Tara seconds.
- 3) Principal's Report: Sal got certified as a crowd manager. The last few weeks we haven't had many full weeks. Can be hectic. Lots of high energy, but all is being handled well. Power outage pointed to some places we can improve our system. Looking at these lights etc with the physical plant. Construction is slowing down. Scaffolding on the gym wall is coming down. The "new part" of the school is complete. Now working on the old side, need to replace a lot of slate. Sal was directing lots of traffic last week to keep us moving and on time. We are receiving title one funding this year. We will use it for family/community programming. Trying to get faculty to take advantage of Professional Development events. Hoping to have a round robin to share out in January. Halloween was really fun. Laurie is really doing a great job and things are going well. Sal asked the school committee to rename the baseball field after Jim, and the pavilion after Julie Clark.
- 4) Teacher's Report: Crazy beginning with all the projects happening, but the faculty is handling it really well. Kids are adjusting well and are able to mostly stay on task, but they are looking forward to the construction ending. There has been some sickness going around, but the staff are really stepping up to help. Everyone is excited about the new chrome book cart down in K/1. First grade really appreciates symphony math, code, and raz kids with the the chrome books. Technology specialist is doing amazing things. Teacher work days have been really well utilized. The trainings went really well. First grade is going to magic wings tomorrow, got a good amount of donations.
- 5) Treasurer's Report
- 6) Events and Activities
  - a) Completed
    - i) Movie Night: lego batman- happened
    - ii) Trunk-or-Treat-lovely
    - iii) Hurricane Relief Project: completed for Oct, disbursements imminent- disbursements happening next week.
    - iv) Election Day Bake Sale- pies sell really well.
  - b) Current
    - i) Garden: funding clarification -A \$10,000 grant came to the city so our costs have been reduced from \$2500 to \$500. In the past we worked with Smith Vocational, Sal will look into that.
    - ii) PTO Gives: ordering happening now ☺ Top secret
    - iii) T-Shirts: orders coming in.
    - iv) Directory: soon! Working on it.
    - v) Genevieve's Fundraiser: delivery Nov 30
    - vi) Dean's Beans: early Nov, confirm dates Happening.
    - vii) Movie Night: tomorrow, any candidates for back-up. Tamara has a backup.
  - c) Upcoming
    - i) Movie Night: Dec 15, Frozen sing-a-long? Strong excitement for this.
    - ii) Pajama Drive: Dec 1-15, middle & high school sizes needed.
    - iii) Spaghetti Supper: 1/16 w/ 1/17 snow date
    - iv) Variety Show: pick Jan 26 snow date Jan 29<sup>th</sup> (1-3PM)
    - v) National Grid Fundraiser: 1/31 – 2/12

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- vi) Co-Sponsored w/ School Council: World Café -February 2<sup>nd</sup>
- vii) Annual Auction: Casino Royale
- viii) Science Fair: March, TBD
- ix) Original Works Art Fundraiser (March)
- x) Giving Tuesday- Coming up!
- d) Coordinator Needed: Retail Rewards; boxtops, coke rewards, S&S A+ (throughout year)

## 7) New Business

- a) Proposed amendments to bylaws; attached Erica motions to accept, Tara seconds.
- b) Vote: teacher representative vacancy. Next meeting.
- c) Thank you note cards. We can mass print these, all agree. (500 to be ordered)
- d) Barnes & Noble giftwrapping fundraising opportunity Angie motions to do this, Kristy seconds. We will do it.
- e) Teacher emergency / first aid packs. – Sal will let us know what is needed. Tara will check to see if first aid kits can be donated. Erica and Tara will look into checklist. They will check with Annette about this.
- f) Jim Mias fifth grade award. Process to be voted on at future meeting.

8) Adjournment: Erica motions to adjourn at 7:46, Tara seconds.

6)

a) Proposed amendments to bylaws

## Article IX Fiscal Operations

### 6. Gifts and Services

- (a) **The PTO recognizes the importance of life milestones. The executive board may vote to provide an appropriate gift or donation on behalf of the recipient for the following occasions:**
  - (i) **In the case of a new full-time employee being hired at Leeds, the PTO may spend up to \$15.**
  - (ii) **In the case of a significant recognition (award) by a staff member, the PTO may spend up to \$15.**
  - (iii) **In the case of marriage by one of the staff, the PTO may spend up to \$25.**
  - (iv) **In the case of birth or adoption of a child by a staff member, the PTO may spend up to \$50.**
  - (v) **In the case of retirement by a staff member, the PTO may spend up to \$50.**
  - (vi) **In the case of death, hospitalization, or prolonged illness of a staff member or their immediate family, the PTO may spend up to \$50.**
- (b) **The PTO recognizes that if volunteers are not available, payment for childcare services should be commensurate upon age/experience and thus will be assessed upon the following criteria:**
  - (i) **Paid childcare providers who are under 18 years old will be paid the minimum wage in MA.**
  - (ii) **Paid childcare providers who are over 18 years old will be paid minimum wage + \$4 per hour.**