

# DES PTO Meeting Minutes (11/10/2022)

Executive Board Attendees: Jessica Baker-Cromwell, Zareena Bullock, Jamie Hill, Crystal Thompson and Gina Whitney

1. Call to Order 6:32pm
2. Minutes 10/17/2022
  - a. Kristine Flythe moved and it was seconded by Molly Kemp to approve the minutes; motion carried unanimously by all members.
3. Treasurer Report (Jamie Hill)
  - a. Deposits: \$1,295.20
    - i. Donation from Morin's \$250
    - ii. Book Fair Lollipop Tree \$33
    - iii. Fall Festival Deposit \$1,012.20
  - b. Withdrawals: \$16,368.76
    - i. Nevco Sports (Scoreboard) \$4,775
    - ii. Fall Festival Music (Bob Hope) \$200
    - iii. Crystal Dewyngaert Fall Fest Reimbursement: \$68.85
    - iv. Kristine Flythe Fall Fest Reimbursement \$1375.08
    - v. Moneyminder Subscription (Accounting Software) \$179.59
    - vi. Staples (Second Cash Box) \$69.99
    - vii. Shirtmasters Turkey Trot Shirts \$4,715.25
    - viii. Finnegan Fence Company (Basketball Fence Donation) \$4,985
  - c. The PTO account currently has a \$45,752.45 balance; beginning balance was \$60,826.01.
  - d. Kristine Flythe moved and it was seconded by Amber Marince to approve the Treasurer report; motion carried unanimously by all members.
4. School Board Report/Principals Report (Mr. Vasconcellos)
  - a. Sarah Murray attended a seminar about extending innovation blocks and working on student centered learning.
  - b. MTSS is building systems around opportunities in the way that students are taught. Working on identifying a universal screener.
  - c. Looking at adopting the Systems Approach for Better Education Results (SABER).
  - d. SAU wellness meeting is getting set up at the high school and is run by Marcy Kelly.
    - i. Parents will be able to attend virtually.
    - ii. Currently working on utilizing community involvement on wellness for the kids in the SAU.
      1. Key community leaders, teachers and mental health professionals will be in attendance.
  - e. Next "Eagle Block" will focus on cafeteria behavior.
    - i. Involving 5th thru 6th grade students to be mentors to coach the younger students on better behavior.
    - ii. Next one will be on recess behavior using the same methods as above.
  - f. Working on utilizing the "play works" games.

5. Committee Report (Jessica Baker-Cromwell)
  - a. Gaga Pit
    - i. Poured In Place (PIP) rubber
      1. Consists of ground up rubber mixed with a polymer that binds it making about a 1.5-2" thick mat.
      2. Would help with the seams as it is one piece, but needs to be installed correctly with stone under it as a base.
      3. The rubber being used will be different than what was used for the first install.
    - ii. Covering the structure is not needed for any of the material; there may be UV fading over time, but that will not affect the use of the pit.
    - iii. Three-year warranty, lifespan of ten years or more.
      1. Current mat had a three-year warranty, but Morin Construction stated that we're already past it.
    - iv. Morin Construction Services is willing to deduct all portions of work for planning, preparation, labor. Materials and equipment are valued at \$5,752.
      1. PTO total cost is \$10,368
        - a. Included in the cost is temporarily relocating the gaga pit, excavating the area, installing a drainage pipe, installing new woven fabric, pouring new rubber, setting the rubber, and moving the gaga pit back to its location.
      2. Kristine Flythe moved and it was seconded by Amber Marince to approve the cost of repairing the gaga pit; motion carried unanimously by all members.
  - b. Playground Upgrades
    - i. Mr. Vasconcellos confirmed that playground safe chips are being utilized.
    - ii. Suggestions by Kristine Flythe to upgrade the playground include:
      1. Edging border
      2. Swing mats, looked into it in the past and he believes they decided not to install due to a tripping hazard.
      3. Another gaga pit will table this item until more funds become available to the PTO.
    - iii. Another idea was to paint a permanent foursquare court.
      1. Will be located in the parking lot area near the teachers parking.
        - a. Space enough for regulation size Foursquare.
      2. Principal will follow up and have Lee look at permanent paint.
      3. Will need to move staff supervision by the soccer field closer to ensure that there's proper supervision of the kids.
      4. Will look into hopscotch, a map and/or follow the leader games.
6. Event Coordinators
  - a. Turkey Trot (Nurse Emily)
    - i. Tuesday before Thanksgiving (11/22)
    - ii. Shirt design was shared with Nurse Emily and she'll coordinate through Shirtmasters.
    - iii. Shirts for ALL students and staff to be ordered from Shirtmasters and picked up on 11/15, school to distribute.

1. Cost is \$4,715.25
  2. Will use the same sizes that were used for the DES shirts that went home this month.
    - a. Shelley has the updated list of sizes that are adjusted for the kids that had incorrect t-shirt sizes.
- b. Cookies with Santa (Zareena Bullock and Brigitte Paquin)
- i. Budget is \$200
    1. Will decide at future meeting if more is needed based on plans.
  - ii. Deanna to take photos again.
  - iii. Jim Hill has volunteered to be Santa (thank you!), will confirmed time with coordinators.
  - iv. Crystal is looking into a Grinch costume that may be a good addition for this year or for a future event.
  - v. Planning is underway and coordinators are working on getting donations for raffle baskets.
- c. Movie Night (Zareena Bullock and Haley Herbert)
- i. Deanna Zanella has the login for the license for the movie.
  - ii. There will be popcorn and candy for the event, cost typically isn't over \$200.
- d. VIP Event (Kristine Flythe and Crystal Dewyngaert)
- i. We'll be doing Bingo!
    1. Will need fingertip bingo cards.
    2. Crystal Thompson will let the PTO borrow her bingo cage.
    3. Currently there's no need to vote on the budget due to sponsorship.
    4. Mr. Vasconcellos mentioned that something he's done in the past for Bingo Night was "Lunch with the Principal"
      - a. A catered lunch with a tablecloth as one of the prizes for 2-4 students.
7. Clubs:
- a. Mr. Vasconcellos mentioned that there's some extracurricular funds that in the Spring they can use towards funding a club(s).
    - i. Options that were mentioned include a Pokémon Battle Club, Dungeon's and Dragon's, and/or video production.
    - ii. PTO will assist with finding volunteers and providing supplies.
8. Fundraisers:
- a. Filotimo
    - i. Will be the 11/18/2022 thru 11/27/2022
    - ii. PTO will do a flyer to promote the fundraiser
  - b. Poinsettias (Laura Filiau)
    - i. Might not do a poinsettia fundraiser anymore due to a lack of sales over the past two years.
      1. It isn't worth the coordinator's time and effort.
      2. Might not do the flower baskets in the Spring either.
    - ii. Sales were open from October 24th to November 4th.
      1. Had \$645 in sales, with a profit of \$213 (28 items total).
      2. Since we had less than \$500 in sales (only had \$432), the coordinator had to drive out to the greenhouse for pickup.

iii. Pickup at the gym will be November 19th (in the morning).

9. Open PTO Positions:

- a. President
  - i. Kristine Flythe has stepped up as a candidate, but please reach out to the PTO if you're also interested in this position.
- b. Treasurer Secretary
  - i. The PTO only needs 5 positions filled, so we may not fill this position if no one expresses interest (preference is to fill).
- c. Secretary
  - i. Molly Kemp has expressed some interest in the Treasurer Secretary and Secretary positions.
    1. Gina Whitney responded to her inquiry about the positions.
- d. Please reach out to the PTO if you're interested in any of the open positions or if you'd like any additional information.

10. Calendar Review:

- a. 11/22 Turkey Trot
- b. 12/10 Cookies with Santa @10am - 12pm
- c. 12/12 PTO Meeting @6:30pm
- d. 12/23 Classroom PJ Party & Breakfast (Half-day)
- e. 01/14 Movie Night
- f. 02/04 VIP Night
- g. 02/14 Valentine's Day Classroom Party
- h. 02/20-02/24 Spirit Week
- i. March is Reading Challenge Month

11. Other Business:

- a. Raffle winner is Molly Kemp.

12. Adjournment

- a. Amber Marince moved and it was seconded by Kristine Flythe to approve adjournment; motion carried unanimously by all members.