DES PTO Meeting Minutes (01/17/2023)

Executive Board Attendees: Jessica Baker-Cromwell and Jamie Hill

1. Call to Order 6:47pm
2. Minutes 12/12/2022
	1. Molly Kemp moved and it was seconded by Kristine Flythe to approve the minutes; motion carried unanimously by all members.
3. Treasurer Report (Jamie Hill)
	1. Deposits: $88,756.80
		1. Cookies with Santa $449
		2. Filotimo $88,307.80
	2. Withdrawals: $6,439
		1. Laminator Contract $439
		2. Filotimo gaming table fee $6,000
	3. The PTO account currently has a $128,649.76 balance; beginning balance was $46,331.96.
	4. Kristine Flythe inquired about an uncashed check that she had written to the PTO for the refund of the food truck deposit.
		1. Jamie Hill will investigate it and will provide an update.
	5. Cookies with Santa reimbursements have been submitted and will be processed by Jamie Hill.
	6. Bree McCoy moved and it was seconded by Molly Kemp to approve the Treasurer report; motion carried unanimously by all members.
4. School Board Report/Principals Report (Mr. Vasconcellos)
	1. Everyone is excited for the new scoreboard, which will be shipped on February 5th (as of right now there are no delays).
		1. Installation will be done by Mr. Lee and Justin from High Energy Electricity.
			1. Justin will help with installation as a donation, thank you Justin!!
	2. The school has the paint for foursquare and hopscotch, along with the necessary stencils.
	3. After the recent storm, the only place where there wasn't any snow was under the swings.
		1. Recommended to order some swing mats to prevent creating large craters under the swings.
		2. Jessica Baker-Cromwell to reach out and determine if there's a specific type of mat they would like for us to order.
	4. Concert last night was fantastic; the kids were so proud.
		1. A group of kids and teachers met on Monday the 16th to brainstorm performance ideas or other opportunities for students.
	5. In next year's budget, the school will be putting aside money for the Artist in Residence program.
		1. Was responsible for so many opportunities for students, including the mural in the foyer, artwork leading down to the gym and seating area between the school and safety center.
		2. PTO informed the school that they're happy to fund the program.
	6. For Spirit Week the school adjusted a few of the days:
		1. Mix and Match Day (Monday)
		2. Team/Club Shirts (Tuesday)
		3. Hat/Crazy Hair Day (Wednesday)
		4. Color Day (Thursday): Dress in your favorite colors
		5. Spirit Wear (Friday): DES Eagle shirts
5. Committee Report (Jessica Baker-Cromwell)
	1. Playground Upgrades
		1. The school recommended we order some swing mats to prevent creating large craters under the swings.
			1. Jessica Baker-Cromwell to reach out and determine if there's a specific type of mat they would like for us to order.
		2. Another idea was to paint a permanent foursquare court.
			1. Will be located in the parking lot area near the teachers parking.
				1. Space enough for regulation size Foursquare.
			2. Will need to move staff supervision by the soccer field closer to ensure that there's proper supervision of the kids.
			3. The school now has the paint for foursquare and hopscotch, along with the necessary stencils.
	2. Picnic Tables
		1. The school needs 3 ADA compliant tables.
			1. Total cost for the three tables is $3,522
			2. They are 100% recycled plastic, come in a variety of colors, have an umbrella hole, and are made in the USA.
				1. PTO will ask the school what color they prefer, options include light brown, dark brown, green, and white.
		2. Molly Kemp moved and it was seconded by Kristine Flythe to approve the cost of replacing the picnic tables; motion carried unanimously by all members.
	3. Tables
		1. The large wooden tables that we use for events have become a safety hazard and need to be replaced with more white plastic tables.
		2. Originally the tables were purchased by the select board.
		3. The town requires rectangle tables for voting.
			1. Eleven 8-foot tables
			2. Cost is $1,814.89
		4. Round tables are 60 inches.
			1. Ten pack of round tables costs $2,599.99.
		5. Confirmed that there's enough storage for all 21 tables (both rectangle and round).
		6. Bree McCoy moved and it was seconded by Kristine Flythe to approve the cost of replacing the tables with 11 rectangle and 10 round plastic tables; motion carried unanimously by all members.
	4. Evacuation Route
		1. Jessica Baker-Cromwell went on a walk with the Police Chief and discussed the school evacuation route and how narrow it is. If the kids need to evacuate towards School St. there are several tripping hazards including rocks and trees.
			1. Would like to clear this area as well as another trail that's to the right of the school (potential sensory trail).
			2. Will add to the February agenda for funding to clear out the land.
6. Event Coordinators
	1. Movie Night (Zareena Bullock and Haley Herbert)
		1. Rumble wasn't available on DVD and could only be streamed.
			1. There was an issue getting the speakers to work while using the streaming.
			2. Missing Link (PG) was shown instead since it was available on DVD.
			3. PTO informed Shelley Westenberg of the movie change.
		2. Feedback was received that the volume was too loud. PTO will ensure that it's at a proper volume for next year's event.
	2. VIP Event (Kristine Flythe and Crystal Dewyngaert)
		1. We'll be doing Candy Bar Bingo!
			1. Will be a 1950's DES diner theme.
			2. Every candy bar will get a bingo card.
			3. Along with bingo there will be milkshakes and popcorn.
			4. Poodle skirts, bowling shirts, sweater vests and suit coats are encouraged!
		2. Crystal Thompson will let the PTO borrow her bingo cage.
			1. Jessica Baker-Cromwell has one as well if we need two.
		3. Will need about 6 volunteers for the event.
		4. Jessica Baker-Cromwell moved and it was seconded by Crystal Dewyngaert to approve a budget of $500 for the VIP event; motion carried unanimously by all members.
	3. Spirit Week
		1. February 20th thru the 24th.
		2. Approved themes:
			1. Mix and Match Day (Monday)
			2. Team/Club Shirts (Tuesday): Wear your favorite jersey (basketball, hockey jersey, etc.)
			3. Hat/Crazy Hair Day (Wednesday)
			4. Color Day (Thursday): Dress in your favorite colors
			5. Spirit Wear (Friday): DES Eagle shirts
		3. Deanna Zanella will create a flyer to send out for Spirit Week.
	4. Reading Challenge Month
		1. PTO hasn't back yet from the reading specialist, will follow up and provide an update in February's meeting.
	5. Easter Bunny Breakfast (Deanna Zanella & Kristine Flythe)
		1. April 1st
		2. Budget: $1,500
		3. Kristine Flythe moved and it was seconded by Molly Kemp to approve a budget of $1,500 for the Easter Bunny Breakfast; motion carried unanimously by all members.
	6. Teacher Appreciation Week
		1. May 1st thru the 5th
		2. PTO is looking for two volunteers to plan/coordinate, please reach out if you're interested!
			1. Jamie Hill can help with donations but is unable to commit to being a coordinator.
			2. Jessica Baker-Cromwell to provide additional information to Crystal Dewyngaert about what was done in the past for this event.
		3. Budget: $500
	7. Sweetheart Dance (Molly Kemp)
		1. No date has been decided yet but are tentatively planning for the end of May so we can use the town hall instead of the gym.
		2. Discussed making the event just for the girls and their guardian/guest.
			1. Elizabeth Hubbard mentioned that her boys enjoyed the dance and would prefer not to exclude the boys.
			2. Several parents have complained in the past that some of the girls felt uncomfortable dancing with their guest when the boys were in attendance.
				1. Also issues with the boys running around and making the dance a little more chaotic.
			3. In the past this event was a girl only event, but it was modified a couple years ago to include the boys.
			4. Elizabeth Hubbard suggested that if we do a girls only dance we should have a boys only dance.
				1. Jamie Hill mentioned that instead of separate dances for the boys and girls, we could do a girls dance and then a coed dance (kids only or a whole family event).
				2. Issue with multiple dances is finding someone to coordinate and enough volunteers to run the event.
				3. Other option mentioned for a boys event was doing laser tag or paintball.

A&G was mentioned as an option, they have bubbles/water beads that can be used for the younger kids, as well as laser tag and low impact paintball.

Elizabeth Hubbard will reach out to get more information and will provide an update in February's meeting.

Elizabeth Hubbard suggested holding it the same night as the dance, so that students can choose which event to attend.

Only concern is that there still could be boys attending the dance and disrupting the girls.

* + - * 1. Jessica Baker-Cromwell mentioned that a few years ago we did a glow dance for the boys that was a success.

 Would need to reserve the gym and find a coordinator if we do something similar.

Also, all the equipment (lights, supplies, etc.) were lost under the previous PTO President's tenure. So, we would need to purchase all new equipment.

* + 1. Budget: $2,500
		2. Molly Kemp moved and it was seconded by Bree McCoy to approve a budget of $2,500 for the Sweetheart Dance; motion carried unanimously by all members.
1. Open PTO Positions:
	1. President
		1. Kristine Flythe has stepped up as a candidate, but please reach out to the PTO if you’re also interested in this position.
	2. Treasurer Secretary
		1. The PTO only needs 5 positions filled, so we may not fill this position if no one expresses interest (preference is to fill).
	3. Secretary
		1. Molly Kemp has stepped up as a candidate, but please reach out to the PTO if you're also interested in this position.
	4. Will send information out in January about the open positions to see if there's any additional interest.
2. Calendar Review:
	1. 02/04 VIP Night
	2. 02/14 Valentine's Day Classroom Party
	3. 02/16 February PTO Meeting
	4. 02/20-02/24 Spirit Week
	5. March is Reading Challenge Month
	6. 04/01 Easter Bunny Breakfast
	7. 05/-1-05/05 Teacher Appreciation Week
	8. Sweetheart Dance (tentatively end of May)
3. Other Business:
	1. Peppermint chocolate raffle winner is Bree McCoy.
4. Adjournment
	1. Molly Kemp moved and it was seconded by Bree McCoy to approve adjournment; motion carried unanimously by all members.