

JAC PTO Virtual Meeting

September 24th & October 1st 2020 @ 7:30am

Attendees:

Principals: Sharon Kennelly and Scott Middlemiss

Teachers: Tracy Maher, Lisa Boyle, Cara Parker, Laurie Oliver

Parents: Lynn Lamburn, Kim Koehr, Jessica Paxton, Alysha Glazier, Rike Kjellberg, Jeanne Williams, Doretta Wright, Denise Butler, Dawn Swanson, Jen Carberry, Melissa Higgins, Wendy Briggs and Janine Jones

Minutes: Approved June 2020

Principal's Update – Sharon

- Many thanks for the “Welcome Back Crisafulli” Sign – Given by anonymous donor. Really well received by staff/families. There was a photo opportunity on 9/21 and 9/22.
- There was a unicorn sighting at JAC; a fun afternoon trying to solve the mystery!
- First 2 days of school welcoming RLA and Hybrid Pods A&B over the past 2 weeks
- Welcome video sent to RLA students prior to first day of school
- Teachers posted a slide show of JAC staff with and without masks in their Google classrooms
- JAC & Robinson will be collaborating on community activities that will encompass all students whether remote or hybrid
- Community Building – social emotional piece – Sharon/Scott have been interrupting classes
- Have had 3 successful fire drills @ JAC
- Scott and Sharon are working on Fun Friday videos to share with all students via Google classroom.
- Dance party Fridays continue and plan to record and share with RLA students; details to come

Budget Proposal 2020/2021 – Kim

- Revenue
 - Leaving turkey trot in but with less money – possible option to do virtually in spring
 - WEPTO distribution
 - Scholastic book fair in fall – zero out at this time
 - ? Online Apparel Sale as a fundraiser (Amy Chervin)
 - Box Tops - moving to “other fundraisers”
 - Square 1 brought in a lot less last year – amount decreased on budget
 - Supply Closet \$135 leftover from last year – will spend down now
 - 5th Grade Ceremony – will leave in at this time
 - Interest
- Appreciation Revenue
 - Removed Fall but left the others for now
 - Have \$500 Evviva gift card to be spent
- AEPs
 - Typically use \$3000 per grade but left just \$1000/grade
 - All school for Rob Surette
- Expenses
 - Appreciation money from spring conference dinner just arrived (Total \$186)
 - Discretionary money still available
 - No annual WEPTO fee – most likely last year this will occur

- Leave teacher books from bookfair
- MiniGrants – spent all but 2 for last year (flexible seating removed; apple trees left for spring)
- Field Day Funds
- Art Room Funds – ½ of what brought in from this year plus what remained from last year
- Supply closet and 5th grade ceremony balance out
- Discussion about adding a line item about Curriculum/classroom/teacher support expenses – manipulative/spelling city/wipe boards – Voted to add \$3000 as line item
- Need to leave around \$11,000 in account to pay for AEPs for following year
- Budget Voted/Approved on 9/24

Budget Update – Kim

- Budget will be fluid throughout the year; will assess monthly
- Fundraising/Spending will be reassessed in January
- Reimbursement Process - Scan Receipts and Kim will mail checks
- Revenue to Date for September – Received money for Square 1 Art & Interest
- Spending to Date for September – Remaining art funds

AEP Update – Jessica

- No AEPs until at least January
- AEP money is not able to be used for curriculum related activities or items
- Looking into virtual options for all grades
- Third Grade AEP – On hold
 - Sarah Giles (author) – very positive experience and affordable (\$125/class x5)
 - Weatherman (Kevin Lamanowicz) has agreed to come; is doing “free” virtual presentations
 - Plymouth is doing virtual!!!!
- Fourth Grade AEP – On hold
 - Wingmasters ? virtual
 - Discovery Museum
- Fifth Grade AEP – On hold
 - MOS virtual program piloted last year which was successful
- All School AEP – Rob Surrette on hold (paid half) and hopefully will be rescheduled in the Spring. He’s very flexible and easy to work with. Consider outdoor option.

Teacher Appreciation Ideas:

- Teacher Appreciation – \$500 gift card to Evviva purchased and should be spent in Fall.
- Leftover money from spring conference dinner \$186 to be deposited
- Considering a boxed lunch on a Wednesday professional development day; may need to offer on 2 weeks in a row
- Wendy willing to get in touch with Marcy @ Evviva to discuss options available
- Sharon will reach out to teachers to get dates
- Sharon usually does a “March Madness” weekly treat for teachers (drink/snack/treat) which would delivered to teachers

Teacher Support Ideas:

- Will allow teachers to decide how to spend the money they are being allotted as some teachers have already purchased things out of their pocket

- \$3000 allotted for the school – will need to be divided either by team or teacher (IA/Special/Classroom)
Options are: Whiteboards/Felt Eraser/Markers, Spelling City, Subscriptions (such as Scholastic for 5th grade)
- Owl Pellets have been ordered by Crisafulli

Other:

- WEPTO – Blanchard and Stonybrook Middle Schools and preschools will become part of WEPTO. Name may change to Westford PTO. Bylaws will be updated at WEPTO and individual PTO level to account for this as well as the fact that parents who are currently homeschooling their children during pandemic are still eligible to participate in PTO if they desire.
- Scholastic Book Fair – Remains on option for online however possibly only scholastic bucks available for payout @ 25% without an option of cash payout. There are 3 different options available including a drive thru option. Need to gross more than \$3500 in sales. ? combining all schools at WEPTO level. Sally Rosenthal has offered to chair the bookfair.
- Pinwheel Fundraiser – Families could purchase for \$5 each and placed around school. Could do a drive by. Beth Rutman’s school did this in Marlboro
- Supply Closet (Dawn) – Paper towels ordered and be delivered; looking for cleaning wipes to purchase
- Amazon Wish List – Teachers could add items to be purchased to list
- PTO Meeting Dates – 10/1, 11/5, 12/3, 1/7, 2/4, 3/4, 4/1, 5/6, 6/3

Next Virtual PTO Meeting is Thursday October 1st @ 7:30am!