



EASTFORD ELEMENTARY PTO MEETING MINUTES

MARCH 14, 2023

Meeting ID: 999 3842 1749

Passcode: 411544

1. ATTENDEES

Lauren Barlow, Michelle Bibeault Mary DeGostin, Jenna Demers, Aliasha Lynch, Carole McCombe, Brandy Montigny, Liz Scranton, Keri Tedford

MEETING CALLED TO ORDER AT 6:03PM.

2. JANUARY 10, 2023 MEETING MINUTES

Motion to approve the minutes from January 10, 2023, made by Mary DeGostin, Seconded by Lauren Barlow. No discussion, motion approved.

3. PRINCIPAL'S REPORT: MRS. MCCOMBE

- Report cards will be sent home March 17th for the second trimester.
 - Pie Day is today, 3-14-23. EES had scheduled a pie eating contest in the upper grades for today but is now rescheduled due to the snow day.
 - Spring Conferences are scheduled for the evening of March 23rd and the afternoon of March 24th. The Middle School will pilot student-led conferences, where students lead the conference discussion to share what they are working on and goals they have set for themselves. Traditional conferences will be held for other grades. If the pilot is successful, the plan would be to move student led conferences down to elementary school levels.
 - Trooper White will be visiting with 7th& 8th grade students to talk about internet safety.
 - The mini-musical, "The Alphabet Adventures of Sometimes Y", is scheduled for Tuesday, March 28, 2023 (Note: Date has since changed to Tuesday, April 25th, due to weather related school cancellations) with a performance at 2:30pm in school and 6:00pm in the gym. Student Council will be selling refreshments at the evening concert.
 - March is Board of Education appreciation month.
 - March 24th is an early dismissal day with an awards ceremony scheduled.
Discussion: The idea of setting up a PTO table at the concert with an information sheet or brochure, parent sign-up and a possible raffle suggested by Lauren and Liz. Lauren volunteered to set up the table and create a packet. Michelle & Lauren will coordinate on Canva for the raffle prize.
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4. TREASURER'S REPORT:

- Jan 31, 2023 Balance: \$9,852.95. Withdrawals: Chase Graphics and Scholastic
 - Feb 28, 2023 Balance: \$9,477.95: Withdrawal: Horizon Wings
 - There have been more withdrawals than income recently.
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5. OLD BUSINESS

A. SCHOLASTIC

Scholastic Fair is closed out with a zero balance.

B. SECRETARY POSITION

Liz Scranton has stepped down as Secretary. The PTO expressed sincere appreciation for Liz's dedication. Michelle Bibeault made a motion to elect Jenna

Demers as new secretary, Motion seconded by Lauren Barlow. No discussion, motion approved.

c. *FUNDRAISER PROMOTION*

Paper order forms were submitted to the company with a few late orders expected in the upcoming week. Online orders comprised \$4000 of sales for a combined total of \$7,000. Profit expected: \$3,000. If a 50% participation rate was achieved, there will be a small prize.

Extra gliders from the fundraiser are needed in the office for students.

d. *PARENT TEACHER CONFERENCE MEALS*

All food options on the sign-up were filled except for one sandwich option. Lauren & Mary will coordinate to fill the last sandwich option. Liz will help with set-up.

6. **NEW BUSINESS**

a. *DC TRIP BAGS* – PTO will put together care packages for the twenty-two 7th & 8th grade students traveling to DC in May.

Discussion: Ideas of bags and items to include were proposed. Past items include a salty snack, a sweet snack, granola bar, mints, hand sanitizer, tissues, chips, water, notebooks, and ponchos. Last year a survey was completed for student input into what they would like in their travel bags. Michelle offered to complete a survey with students. Brandy offered to get chips as a donation and Jenna will get drinks

b. *ACTIVE-A-THON MERGE:*

The PTO is looking to branch out and get more participation for the event held on May 26th for “Get Outside and Play for Children’s Mental Health” Day.

Discussion: Ideas presented included increasing staff participation, sponsorship vs. a flat donation amount, a friendly competition between classrooms, and a staff challenge which could be completed on Field Day. Concern was expressed to ensure students are encouraged to be active and not necessarily staff. Aleisha, Mary, & Brandy will form a subcommittee.

c. *BOOK FAIR DATE FOR SPRING*

Options presented for the fair: May 1st – 5th as a typical book fair or June with a buy one get one option. Twice as much supply is needed for the buy one get one fairs.

Discussion: The students enjoy the buy one get one option. If done in June, the fair could be presented as “Stock Up for Summer Reading”. Mrs. Bibeault would like to take over the spring book fair which would also help to alleviate volunteer issues for staffing the fair. The PTO agreed with turning over the fair to Mrs. Bibeault. Mrs. Bibeault will reach out to the book fair contact to schedule the event.

7. **NEXT MEETING DATE:** April 18, 2023, 6:00pm

MOTION TO ADJOURN: Motion made by Keri Tedford, Seconded by Mary DeGostin.

Meeting adjourned 6:58pm.
