

November 6, 2019

Meeting Start: 3:15 pm

October minutes to be amended. Jennifer motioned and Craig seconded. All approved.

In attendance: Aimee Magovern; President, Dana Pustinger; Vice President, Jennifer Catolane; Treasurer, Linda Curtiss; Secretary, Megan Smigel, Jennifer Hibbins Salzano, Dawn Odell Lemon, Jenna Bessey, Amy Maxton, Craig Drenga, Sharon Heryckvich, and Jennifer Thomas.

PRESIDENT'S REPORT:

- Membership Update: We have over 50 members! Aimee will send in the information to the state.
- Parent Advisory Council: A committee of parents that would meet with the principal and other district staff on a monthly basis to serve as an advisory, not a decision making body. Members would work together to identify common needs and goals among parents and students, and provide the principal with feedback from the parents perspective. The last time it ran at this school was nearly 20 years ago. If anyone is interested in organizing and representing the community, contact Aimee Magovern. Craig shared that in Lee, the middle school advisory board only meets 2 to 3 times a year.

Vice President's Report:

- Quarter Auction: (Jenna Bessey) We have 9 vendors set for the event. Jenna will make a pricing sign for food, paddles, and 50/50 raffle. We will have apple cider and water for drinks included with the dinner, and cookies, brownies and other snacks for sale for deserts. Deserts will be 25 cents each.

Secretary's Report:

- Otis Cultural Council grant update: The grant proposals were submitted to Otis and Sandisfield. There is no information yet on whether they were accepted. Jan Brett responded to Aimee's request, but she is not available. Jen Salzano suggested Sean Fields; a painter from New Marlborough. He illustrated a children's picture book called "Monument Maker: Danial Chester French and the making of the Lincoln Memorial." It is his first book. He may be willing to come and talk to the students about his process. Chesterwood Museum in Stockbridge could be a trip connected with the visit. Its open for group tours May to Oct. Kids are free. Adults \$20 but the group rate is \$16 per person. Possibly an event we could schedule for screen free week. Jen will reach out to see if he would be interested in visiting our school.

TREASURER'S REPORT:

- Finances: We opened a second checking account to use with ShopWithScript. We have \$9,000 in our account not counting teacher accounts. Cash calendar sponsor checks are coming in. Shopping for the Holiday Shop is happening. We have used about half our budget for that so far. Filed tax returns cost \$100 to catch up, plus postage.
- Box Tops: We will be receiving a check for \$197.60, plus what Karen sent in in June which was \$200+, plus what has been submitted through the App.
- ShopWithScript: A program for buying gift cards in which we receive a percentage of the sale. After the auction is done this week, Jen Catolane will set up a flyer and sent it home to families.

OLD BUSINESS:

- Staff Dinner: Aimee and Jenna will oversee the dinner. Tacos with fixings will be available for staff, and an apple bar for desert. Any purchases for the dinner can be reimbursed; just submit receipts to Jen Catolane.
- Teacher Wish List Update: the wish list is on hold, due to the problems with logging in and viewing lists. Amy Maxton spoke with someone at Amazon and the easiest thing to do is make a bridal or baby registry. She is going to try to set one up and see how it works.
- Cash Calendar update: Most of last year's sponsors are planning to participate again this year. So far we have \$3,625 from last year's sponsors and \$1,850 from new sponsors, which brings us up to \$5,475 in sponsors so far this year. Calendars will be printed in January and distributed as soon as possible; drawings will start April 1st and run as many days as we have sponsors.

NEW BUSINESS:

- Ski Program: Registration and payments will all be done online this year. Craig needs someone to copy flyers to be sent home with students, as well as a few forms for any families that don't have internet access. Dana can make copies of the flyer. The program begins Wednesday, January 8th.
- Copies at school: Tom worked out a policy for the PTA's use of the copier. We won't be charged a fee anymore because all the copies we make are in support of the school. However, the colored paper is very expensive, so they would like us to use white paper only from the school, or provide our own colored paper for our copies. We would like to have one color that the PTA uses that is different from school's colored paper, so that it stands out from the school's flyers. Dana will pick up a stack of colored paper.
- Cash Calendar funds distribution: It has recently become known to Aimee that the 6th grade classroom account is low. She feels that the students work really hard to raise money every year, so they should have enough in their classroom account by the end of 6th grade for the end of year activities and trips. Jen would like to know how much the 6th grade classes need at the end of the year so that we can allocate funds to be sure they have what they need. Should we start giving a percentage of cash calendar sales to each grade every year? The fall fundraiser is to benefit the classrooms directly. Some students sell a lot of calendars but don't participate in the fall fundraisers at all. Further discussion is needed on this topic.

Next meeting: December 4, 2019 at 3:15pm

Meeting adjourned: 4:52 pm. Aimee motioned, Craig seconded.