

October 1, 2020

Meeting Start: 6:05 pm

September minutes were approved. Dana motioned and Jenn seconded. All approved.

In attendance: Aimee Magovern; President, Dana Pustinger; Vice President, Jennifer Catolane; Treasurer, Linda Curtiss; Secretary, Jennifer Hibbins Salzano, Meaghan Martin, Michelle O'Brien-Ransom, Patricia Richard, Amy Maxton, Sharon.

**PRESIDENT'S REPORT:**

- Thank you notes and Sunshine gifts: Mrs. Hamill's baby was born September 6<sup>th</sup>. We will send a card with a gift card. Aimee will ask Terri Digrigoli if she is able to send the card as she did last year. We received thank you cards from Meaghan and Terri and other teachers for the help we gave for school supplies.
- Membership Drive: We are up to 16 members so far.
- Favorite Things update: Aimee has only received 8 so far.
- Diversity Programming update: Aimee reached out to Terri about their current curriculum. She said they have incorporated extra social-emotional this year. They are using a curriculum called Sanford Harmony which incorporates diversity and inclusion. She and Tom are working together to help further the students' knowledge with this topic. Tom is 100% behind bringing awareness to this subject and is also working with the county superintendent's round table to bring a program called No Place for Hate to the school. All programs will be done in the classrooms.
- Cultural Council Grants: the Sandisfield has extended the use of last year's funds through December 2021. Today is the first day for applications for funds for next year. October 1- November 16<sup>th</sup> is the time for applications to be received for grants from Otis and Sandisfield Cultural Councils for the 2020-2021 school year. Applicants can also ask for more funds to supplement previously scheduled events that haven't happened because of COVID.

**VICE PRESIDENT'S REPORT:**

- Trunk or Treat: Otis Selectman approved a drive-by trunk or treat. The PTA, Rec center and police department are all working together to plan the event. Everyone will be able to drive through with masks on and everyone will have to remain in their cars. Dana will ask Jamie from the Ridge if we can use their parking area to park cars, along with the town hall parking lot. We can ask if any teachers or staff would like to decorate a car. Patricia isn't sure if cars could be park at the library/rec center because that property is owned by the church. We will check with Sandisfield police and fire to see if anyone would like to be involved in the event. Patricia will ask Dan to speak with Sandisfield Police and Fire Dept. Patricia will check the rec centers budget to see how much they have to spend on items for the goody bags; possibly a small pumpkin and a sticker decorating kit. The PTA will have a car and hand out bags as well. Jenn Catolane contacted a friend about making a reusable PTA banner that we could hang on a car, one that could be used again for other events. \$84 for the banner. He also makes magnets; we could make our own PTA magnets. 4" circle magnets- 100 magnets would be \$146. The more you buy the less the price per piece. Jennifer Salzano has ordered from a company that does magnets for as little as 15 cents apiece if you order 500. Jenn Catolane will order the banner and price out other places for magnets. She will also look for small toys for the goody bags on Oriental Trading.
- Ski Program: Dana has stepped up to take over the ski program this year. She spoke to Jamie about the plans for this year's ski season. The goal is to limit the class size to 6 students. All staff will be temperature checked. There will be a 50% occupancy limit in all buildings, so it will take longer to get through the rental shop on program night. Everyone over 2 yrs. old will have to wear a mask. Groups of observers will not be allowed to stand at the bottom of the hill. The Ridge might not be able to open enrollment to all family members, in addition to students, this year. Jamie is watching web trainings to figure out all that will need to happen in order to make the program run.

**TREASURER'S REPORT:**

- Financial update: We have approximately \$20,000 in the bank, the classroom account is at \$7,725, teachers' account balance is \$2,208, therefore about \$10,000 is available for our spending. There are a few classroom accounts that will be getting rolled over to the class because the teacher did not use the money by the end of September. Most expenses last month were for back to school supplies and teacher gifts, as well as reimbursements to teachers for purchases. Membership money is coming in. \$4 of every \$5 goes to the state. We may want to bump the price up next year. We have 4 more supporters on Amazon Smile, bringing us up to 34.

#### **OLD BUSINESS:**

- Fall Fundraiser: Wreaths or Braided Breads?: Vanessa from Snow Farm quoted us 12" wreaths for \$10 a piece that we could then sell for \$20. Meaghan said a family she knows in Lee sells wreaths at their school and theirs are 25" for \$28. The Butter Braid Company is a family run business out of East Longmeadow. There are many different combinations of products to be sold and the profit depends on which products and how much you sell. When she did this fundraiser for the 6<sup>th</sup> grade they made around \$2,000. The braided breads do really well. The cookie dough does well, but they are pretty expensive. They do well right before Thanksgiving. Jennifer Salzano said she noticed the grocery stores are selling out of food items already again, and a food fundraiser would probably go over well right now. Meaghan will ask if we can do braided breads and pies together. There is an option to add on coffee, beef jerky and popcorn to any product sales. We will have to separate and package all the orders by student when the order comes in. Kendra let Meaghan store everything in the freezer last time for a few hours until pickup time. The company makes all the flyers and order forms and sends them to the school. All members agreed that a food fundraiser makes more sense this year.
- Book Fair - Meaghan Martin: Book fair through Usborne books. It would be all online. Meaghan has to become certified in order to do a school book fair. Any profits would go to the school. We can choose either 10% profit or free books. They sell a large variety from picture books to chapter books. Books can be shipped directly to students, but there will likely be a shipping cost. Meaghan will see if the whole order can be shipped to the school to cut down on shipping costs. Everyone agreed to try Usborne instead of Scholastic this year for a change in variety of books for the students.
- Holiday Shop: Tom said we can have the shop this year; however we should spread it out over a few more days so that group sizes can stay small. He said we should have only 3 volunteers in per day. If Mrs. Catullo can't give up her room for more days then she usually does, maybe we could set up in the library instead this year. It would fall around December 7-11. We will need more volunteers to make it work. Michelle, Dana, Linda and Jennifer Salzano said they can all help out a day. We will start purchasing supplies, saving perishables for last in case of the need to cancel. Jenn Catolane has room at her house to store some things for the shop. She will go through the inventory list to see what items we need and then send it out to people who are willing to help shop.

#### **NEW BUSINESS:**

- Cash Calendar: Dawn is committed to do the calendar again this year. She plans to get out letters to sponsors within the next week. Meaghan is willing to learn the cash calendar process and help out with it, and possibly take it over when Dawn is ready to give it up. Meaghan will take over the formatting of the calendar from Jennifer this year.
- PTA News Letter: Jennifer Salzano has been doing the newsletter for the past year but she now has a full time job and is looking to see if anyone else is interested in taking it on. She said she can continue to do it this year. She will cut it down to one page, take out the interviews and send it out through email only.
- Custodian Appreciation Day: Megan Smigel created gifts for custodians with a t-shirt, apron, bucket, energy drinks and snacks.
- Staff Dinner for Parent/Teacher Conferences: We will provide pizza and salad for approximately 20 teachers and staff for the evening of conferences.

**Next meeting:** November 5, 2020

**Meeting adjourned:** 8:12 pm. Dana motioned, Linda seconded.