

**PTO Meeting Minutes  
January 17, 2018**

**Attendees:** Lydia Mungeon, Nikki Cabral, Amber Parrott, Sarah McGowan-Freije, Kate Simone, Jacie Knapp, Melissa Gonyon, Michelle DiSisto, Darlene Mitchell, Tanya Mitchell, Sarah Hammitt, Joe Smith, Roz Donovan, Jessica Audette, Lucy D'Aponte, Zoe Morris (PYC), Lesley Becker (PYC), Hom Pradham (PYC), Tori Cleiland (School Board), Alex Yin (School Board)

**Celebrations:** Thank you notes received passed around (Lisa Bushey and Mrs. Poquette)

**Secretary report:** Kate highlighted edits to October notes and recapped November notes for the group.

*Discussions:*

- Funds to Courtney Poquette's high school business class for student help during craft fairs. We will get them a check post-spring craft fair (April).
- JFK thanks the PTO for the Costco cards for P/T conference.
- Basketballs procured (Sarah)! Dick's was as expected.
- Box tops explanation to group.

***M TION and ACTION: Group approved October and November minutes. Kate to finalize and send to the WSD webmaster for posting on the PTO web page.***

**Treasurer's report:** Sarah highlighted revenue and expenses for both November and December 2017.

- **November Revenue:**
  - McKee's Ticket Donations: 4,523.00
  - LuLaRoe/Zumba Holiday Event: \$350.00
  - Holiday Vendor/Craft Fair: 1,550.00
  - Bake Sales: 250.00
  - Raffle Sales: 1,178.21
  - Misc. Revenue: 122.00
  - **TOTAL: 7,973.21**
  
- **November Expenses:**
  - Fundraising*
    - LuLaRoe/Zumba Holiday: 100.00
    - Fall Vendor Craft Fair 858.46
  - Operating:* 192.83
  - Hospitality:* 211.94
  - Program Expenses:*
    - Funds Requests: 7,200.00

○ Gifts and Appreciation:	\$100.00
○ Hoop Camp	\$1,200.00
○ Misc.	\$75.00
○ Sound/DJ Services	\$200.00
○ Teacher Grants	\$335.00
<b>TOTAL</b>	<b>10,473.23</b>

- **December Revenue**

○ LuLaRoe/Zumba Holiday Event	\$540
○ Bake Sales	\$90.50
○ <b>TOTAL</b>	<b>630.58</b>

- **December Expenses:**

*Fundraising*

○ LuLaRoe/Zumba Holiday:	\$50.00
○ Fall Vendor Craft Fair:	\$375.00

*Hospitality*

\$335.18

*Program Expenses:*

○ Family Support Fund:	\$500.00
------------------------	----------

**TOTAL**

**1,260.18**

- Cash in checking account and Money Market account, and accounting for outstanding checks = **\$29,280.31**

Note: No checks received yet for BFP

***MOTION and ACTION: Group approved Treasurer's Report.***

**Parents and Youth for Change (Zoe [zmorrispyc@gmail.com], Lesley [lbeckerpyc@gmail.com], and Hom [hompradhan1111@gmail.com]):**

- Looking for info/feedback on what Winooski parents. Update on pilot bus program (Jan 16-March 30). 1/17 had 60 kids between 2 buses. PYC providing bus monitors but need parent help (2 monitors/bus). Parents need to get background check but PYC can provide help (including transportation and \$\$). Volunteers must get a fingerprint authorization sheet from WSD Superintendent and bring it to the police station for next steps. Volunteers can bring own children on bus. Lesley will coordinate schedules. PYC passed a sign-in sheet.
- Leslie spoke about high rates of suspensions of children with IEPs. Want to talk about how discipline is working in schools.
- The group meets a couple times a month. They are also open to meeting in smaller groups or one-on-one.

**Requests for funds:**

- **Sally Bissonnette:** Has been out all school year with medical issues. It was proposed to donate \$500 + a sweatshirt. **MOTION AND ACTION: The group voted in favor of \$500 and sweatshirt for Mrs. Bissonnette.**
- **HS/MS Yearbook:** The MS and HS yearbook is a single volume that costs \$25. Stipend in the past has been \$4000 (HS) and something for MS. Jess Bruce has requested \$500. Joe expressed the need for more info about what it will be used for (fund request form is not ready yet). **ACTION: Lydia will get back to Jess for more information about what the funds will be used for.**
- **Jacie Knapp:** 5th grade boys need books (upgrade the series)! Amazon prices are about \$8/volume. These books will be for all 5th graders, but will stay in Mrs. Knapp's room. **MOTION and ACTION: Group approved \$200 for Mrs. Knapp.**
- **4th and 5th grade play (May 11):** Michelle has taken over (with Nikki). Lisa Goetz got stipend and donations in previous years (for each play). Need to pay for use of script (\$300-\$800) as well as video/photo rights. Michele is going to pay for use of the name Wizard of Oz, but proposed writing own script. Other \$\$ needs include costumes and props. Sara Raabe has agreed to penny war to help raise funds after JFK is done with the Big Change Roundup. KEY DATES: 2/21: Tryouts; 2/26: Posted; Practice 3/week. HS/MS helpers. Need to be careful about music. Liz to take pictures. Need to find someone to film it. Any money not used could go to 4/5 play next year. Joe pointed out that this should be in part budgeted for by the school (Lisa Goetz got a stipend for MS/HS in previous years but donated her time). Lucy suggested asking for "suggested donations" at the parent performance. We could also have a bake sale. We think that previous stipends were between \$2000 and \$4000. Michelle was initially asking for \$500 only, but the group came back with \$1000. **MOTION AND ACTION: The group voted in favor of \$1000 for Michelle, knowing that she might need more.**

**Penny War Fundraiser (for middle school):** Lydia, Melissa, Michelle, Nikki

**Lake Monsters Fundraiser:** Game day is Saturday, July 7. For tickets ordered with our URL, we get a certain amount of \$. Can only sell May 1 through May 31. How do we get the word out (FB boost, website, FPF etc.).

**Box Tops for Tootsie Pops:** Need to buy lollipops. Melissa to help make flyers.

**JFK Yearbook Committee** (Joe, Kate, Jaycee): Melissa and Lydia met with Lifetouch's (Micah Martzke) about having them produce these. Lifetouch can prepare the volume with relatively little input from school/WSD. We need to upload candid photos to the website. Jacie can help with pictures (e.g., tasking 5th graders to get photos). We need to upload candid photos by deadline (TBD). Melissa proposed a cover design contest among JFK kids and Lydia has talked to Barb Crandall to help wrangle. Top entries could make it into the yearbook. Melissa is working on a flyer, suggested 2/23 deadline; 3/9 awarded. However, it appears that Lifetouch's cover deadline is 1/29 and the internal page deadline 4/19. **ACTION: Joe to contact Micah and worry about the details.**

**Spring Craft Show (April 7):** Melissa sending registration info out this weekend. No conflicts with other craft fairs. Who would be the No. 2 on this task in the event that Melissa moves out of Winooski? Darlene is up for it!

**Liability Waiver:** After Fall Craft Fair, Mick (Facilities Manager, second full year with WSD) expressed concern that the school should not be a craft fair venue because of liability. Sean MacMannon was going to talk to Mick. The group is willing to sign liability waivers to free the school from any safety concerns. (Note: PTO insurance is in the works. We should wait to sign waivers until after that is finalized. This should be taken care of by the Spring Craft Fair.)

**New Business:**

- Instead of LuLaRoe on-site fundraiser, Melissa has talked with vendors about doing an online event.

**Talent Show (April 20)** (Roz reporting out)

- Auditions 3/16 and 3/17
- Rehearsals 3/31 or 4/4 (participants only need to attend one)
- Mandatory dress rehearsal 4/14 (10-12:30)
- Need PTO support planning and at the event. The group has met twice.
- Need help getting the word out.

**Fun Fair (March 23)** (Chair: Nikki, Lydia, Melissa, Jacie)

**Calendar:**

- **Fun Fair:** March 23
- **4 and 5 Play:** May 11
- **Family Disco (JFK-focused):** March 16 (6-8)! Kate to work on flyer. Children need to be accompanied by a parent or guardian.

**School Board Neighborhood Learning Conversations (Tori and Alex):**

- In the past, Neighborhood Learning Expectations led to Graduate Expectations, centered around community feedback. Alex and Tori are on a committee to go back to community members to hold further conversations about how people are feeling about Winooski and the school (What are we proud of? What do we do well? Understanding of student-based learning.) with a goal of identifying the top 10 themes.
- Conversations are home-based (or can be at a local business) and will take between 45 and 60 minutes. Invite friends, Tori/Alex come to facilitate conversation. Starting with HS kids (early February), will follow up with parents. How do we get the word around to encompass all community members?
- Conversations will be conducted starting now and going through approximately May 2018, to end with a big community event. Ultimately need data for SB retreat (August/September 2018).

- All PTO members are encouraged to reach out to Tori/Alex about events in their own homes/with their own friends. However, it was all suggested that that the PTO serve as a standalone group.
- ***ACTION: Tori and Alex to host the meeting at McKee's 3/7, 5:30-7:00, to facilitate this exercise with the PTO.***