

Welcome to Conant School PTO



September 22, 2017 – PTO General Body Meeting Minutes

Meeting Commenced: 8:30 a.m.

Board Members Present for General Body Meeting: Jane Archer, President; Lin Zhang, Treasurer; Sandy Ghose, Treasurer; Kristin Kenny, Secretary.

Teachers, Parents, Guests Present for General Body Meeting: Curran Schiefelbein, Dorothy Petersen, Stanphenie Yao, Jing Zhang, Vicky Holland, Judi Mmari, Kim McCosker, Loretta Crumlish, Elise Calisi, Remya Ponniah, Mamatha Kontham, Rashmi Muralidhar, Michelle Manchanda, Missy LoPorto, Andrea Keenan, Minni Kalkunte, Erin Blankenship, Ezili Joseph, Deborah Lee, Veena Kamath, Mary Tsacoyeanes, Sara Wilcox, Swati Chitari.

Welcome – Jane Archer welcomed the group.

Approval of May 23, 2017 Minutes - The minutes of the *May 23, 2017* meeting were presented for review and approved.

First motion to approve minutes – Ezili Mayo-Joseph

Second motion to approve minutes – *Damian Sugrue*

Introduction to Board – Jane Archer gave the update. New board members introduced to the group.

Treasurer's Report - Lin Zhang gave the update. The 2017-2018 Budget was presented for review. 2016-2017 Budget was \$43,800 and total budget for 2017-2018 will be \$44,000. Jane Archer gave more information regarding Annual Student Fund which will be \$120 per Classroom and Specials Teachers which will replace Holiday Gifts from PTO. Each grade K-6 and classroom teachers will receive a color coded tee-shirt to wear for events. Tee shirts will be PTO-funded and supplemented by parent donations. Approved by majority vote.

First motion to approve budget – Curran Schiefelbein

Second motion to approve budget – Stanphenie Yao

Principal's Update – Damian Sugrue gave the update. Bus Transportation currently understaffed and some afternoon drop offs have been late. Working on getting 3 new drivers and afternoon improvements. Good turn out for open houses. MCAS will be online for grades 4-6 starting this spring. 3rd grade will remain paper for this year. Conant has adequate technology to support MCAS. PTO purchased shed for lower playground and a Chromebook cart.

Items bought for school – Jane Archer and Ezili Mayo-Joseph gave the update. There was a surplus of funds available to the PTO which was used to purchase 10 iPads (\$2,789) for the lower grades, a collating photocopier (\$6,000), and a projection screen for the cafetorium, a shed (\$3,000) for lower playground.

PTO Events pricing – Jane Archer gave the update. Last year’s surplus allowed PTO to lower some event pricing to encourage more participation from all families. Ice Cream Social will be \$25 for a family (up to 6 people), Variety Show will be \$25/family of up to 6 people. Bowling night cannot be discounted because the Acton Bowladrome is setting the price. Bowling Night will be \$15/pp or up to \$60 per family. Pumpkinfest will be \$5 admission. Annual giving launch first week of October. Polar Pass may be introduced (pay discounted price upfront for events)—an annual fund donation of \$150 would include admission to ICS, Variety Show, and Movie Nights. Annual giving corporate matches may not be available if Annual Fund donations happen in the fall.

Annual Giving Launch Letter – Planning on release first week of October.

AB PIP STEM – Michelle Brown-Droese will be a new parent liaison for this program, they’re looking to keep parents up to date and improve outreach. AB PIP STEM does Market Math, Everyday Skills, and Summer Skills books.

Open Positions - PTO Vice President (who will be President next year), Box Tops Co-Volunteer, and Craft Fair chairperson for next year.

Square1Art – Michelle Manchanda gave the update. Ms. Hayes tried this program in past year. PTO is trying it out this year. School receives up to 38% profit from sales of art products. December 15th there will be one art piece per student that can be ordered online. Quality and price is reported to be good. Not sure if parents can upload other artwork from home. A school in another town raised \$13-14K.

Other Business – Year book--\$500 deposit is required. 6th grade repays the \$500 deposit. Cost per book is \$22.95 and there’s a discount for early ordering. Yearbook is present for approval and approved by majority vote. Sargeant Camp - \$325 per student. Costs have gone up because of transportation (\$100 bus increase since last year). Fundraisers in 5th grade are suggested in preparation for 6th grade year which has a lot of expenses. Group introductions were made by all in attendance.

First motion to adjourn – *unrecorded*

Second motion to adjourn – *unrecorded*

Meeting Adjourned: *9:20 a.m.*

Minutes Typed By: *Kristin Kenny*