

PTO MEETING
September 10, 2008

ATTENDANCE:

Tracy Duprey	Jen Marden
Jen Gallagher	Tina Journey
Susan Karalias	Dyan Reinhold
Patti Caires	Sharon Bartholomew
Tiffany Currie	Sharon Pacenka
Sue Freeman	Lisa Linnehan
Julia Paone	Leigh Curtis-Pare
Heidi Voulgaris	Sara O'Bara
Sue Poor	Marianne Gariepy
Diane Brindle	Karen Batchelder
Ellen Oteri	Christine Joyce
Rob Harrison	Patty Messina

Meeting started at 7:05pm

1. **NEW/OLD EXECUTIVE COMMITTEE:** Tracy introduced the newest members of the executive committee - Tina Journey as Treasurer and Jen Gallagher as secretary. Tracy also thanked both Tracy Blais and Pam Romanowski for all their hard work & for their time served as old treasurer and secretary.
2. **TREASURER'S REPORT/CULTURAL ARTS/APPROPRIATIONS:** We are starting off much better financially than we did last year. The grand total to start is \$28,000. Cultural arts will be split between both schools. They are all approved. Field trips are getting more expensive because of gas costs. For appropriations, we are going back to \$10,000 (\$5,000 in one sitting and \$5,000 in another sitting). We can motion to go over if needed in the future.
3. **TEACHER'S:** Mrs. Joyce & Mrs. Gariepy attended from FNS and Mrs. Curtis-Pare & Miss Paone attended from HRD.
4. **PRINCIPAL'S:** Patty reported how well Merrimac Goes Back to School went. Everyone seemed to enjoy themselves. Also, Sweetsir is hosting the school committee meeting on Tuesday, September 16th at 7:30. The first grade teachers are presenting a mock lesson on the literacy program. They will also be giving a tour of the building. Patty also asked if the PTO could provide the refreshments for this meeting. It was approved. Also, Patty & Mrs. Lozier met with the American Heart Association about doing a Jump Rope for the Heart event in the spring when the weather is nice and can be

done outside. Any ideas to make that day special, contact Patty. Rob also reported how well Merrimac Goes Back to School went. The 3rd graders did well adjusting. Curriculum night was at HRD 9/9/08. Lots of parents showed up. CORI's were done that night for people who needed to do them. Also, HRD has a parent that wants to be the Parent Representative on the School Committee. His name is Chris Peterson. He has a 4th grader at HRD and has experience as an educator. It was approved. HRD is also focusing on Literacy in school.

5. NEW LOGO: New logo has been commissioned. It is more kid & family friendly & it was done by Mary Rokozs. It looks great.
6. NEW WEBSITE/FEE & CHAIRPERSON EMAILS: We have a new website that was done over the summer. It is still www.merrimacpto.org. Anything that needs to be added or changed to the website should be seen within a 24 hr time period. The fee for the new website is \$500. It was approved. Tracy will find out what the maintenance fee will be to keep the website maintained. All the chair people have new email address that should automatically forward to their existing home emails. They are on the website.
7. 2 HOUR POWER: We have a big turnout so far. People seem to like the idea.
8. PTO POST: The PTO POST is our new newsletter. It will promote the PTO and events that will take place throughout the year. Tracy and Sharon Pacenka did this. Thank you both for all your hard work on this. This will go out monthly. If changes or additions need to be made, email Tracy.
9. DONATION POLICY: The executive board met with Kathy McWilliams, PRSD Business Manager, back in June. There is a rule that you can't give a teacher a gift over \$50. They want to know what is going in & out of the schools. We need to be more specific with appropriations and turn in formal letters of donation acceptance to the School Committee.
10. BUILDING REQUEST PROCEDURES: Anyone who is chairing an event needs to fill out a usage form & now needs to go through Jerry Montaldo, the facilities manager. This will avoid overbooking the buildings. Tracy has done all 2008 events and will forward all 2009 events to him. Chairs should still fill out a building usage form at each school, so principals and janitors know what, if anything is needed for set up.
11. FOOD DISCLAIMER: Both principals met with the nurse and it was decided when we have any event with baked goods involved, we need to have a food disclaimer at the table because of the food allergies we have.
12. MAGNETS: Merrimac Savings Bank donated the calendar magnets to everyone this year. This was very generous of them. The magnets should be going home in the next 2 weeks.
13. MGBTS: Thank you to both Susan Karalias & Sue Freeman for running this event at the schools. It was very successful. Susan Karalias let us know that for the last 3 years the Merrimac Fire Dept has done a grant that has fully covered all the helmets that are given out during this event. We want to find a way to make sure that these helmets are given to families that really need them. Maybe they can be given out at the same time as the Holiday Helper.

Also, Sue Freeman wants to train someone next year to take over the event for the following year. Next year will be her last year running the event at Sweetsir. She will be then taking over the event at HRD.

14. FALL FUNDRAISER/INNISBROOK: Jen Marden & Sara O'Bara are running this event again. This will be sent home on Sept 23rd & needs to be returned by Oct 7th.
15. HARVEST FESTIVAL: Dyan Reinhold is running this event again. It will be on October 24th. Many people signed up to help out at MGBTS but to have it run smoothly, you need 140 volunteers. If anyone has any new ideas for games etc... Just let Dyan know.
16. VENDOR & CRAFT NIGHT: Jen Marden & Sara O'Bara are running this event. It is going to be held on November 21st. It will be held at HRD instead of FNS because there is more room at HRD. They need some volunteers to help with setup the most. Sara has extra fliers & applications.
17. NEW IDEAS: Tracy came up with the idea about trying to put our new logo on shirts for the staff. Merrimac PTO could be taken out & replaced with the school's name instead. She thought it would be great for FNS since HRD already have school vests.
18. OPEN DISCUSSION: Tracy let us know that the Jeanie Connor Scholarship helped 6 kids this past year. It went towards sports camps, theatre camp & music lessons. Also, the teachers make a weekly donation, that allows them to wear jeans to school on Fridays and ALL this money goes into the scholarship fund.

Also, if anyone bought services at the auction, please use them.

Lisa Linnehan had an idea about creating a spot at the schools where teachers could create a wish list for their classroom. Parents are always asking if the teachers need supplies etc. so instead of asking them all the time if there was a place in the lobby with teacher's lists a parent can come into the school and just take a card for their teacher. Lisa & Tracy will organize and display this "wish list".

Mrs. Curtis-Pare brought up the idea of having a fundraiser at Flatbread Pizza in Amesbury. They have fundraiser nights every Tuesday. Tracy will email Kate Byrne & Kate Carroll, since they work there, to find out more.

Sharon Pacenka runs Sponsor a Classroom but this will be her last year running it. She is trying to find someone who could shadow her this year so they could take over the year after.

HRD needs helpers for the Take Home Tuesday folders on Tuesday mornings. It was only Sharon Pacenka & Tracy this past week & it took them until noon time. The more help, the quicker it can be done.

Meeting adjourned at 8:15pm