



Mission Statement: Sandwich Elementary PTA strives to make every child's potential a reality by engaging and empowering families and communities for all children.

Meeting Date: Tuesday, September 10, 2024

- **Welcome | Introductions**
Introduction of all board members and administration
Overview of how the meetings are run

- **Approve June Meeting Minutes**

- **Review the 2024 | 2025 Proposed Meeting Schedule**

MONTHLY MEETING	STARTING	ENDING	LOCATION
September 10, 2024	6PM	7PM	Forestdale
October 8, 2024	6PM	7PM	Oak Ridge
November 12, 2024	4PM	5PM	Forestdale
December 10, 2024	6PM	7PM	Oak Ridge
January 14, 2025	6PM	7PM	Forestdale
February 11, 2025	6PM	7PM	Oak Ridge
March 11, 2025	6PM	7PM	Forestdale
April 8, 2025	4PM	5PM	Oak Ridge
May 13, 2025	6PM	7PM	Forestdale
June 10, 2025	6PM	7PM	Oak Ridge

- **Principal/Vice Principal Report**
- **Grant Requests - Kendall O'Brien**
 - 2nd grade is hoping to annually get \$1000 for the purchase of the Terrapin Turtle book for all 2nd graders
 - Diana Ganju, OR Tech is requesting \$288 To order Pixton which lets students make their own avatars. Students will be using it to create comic stories about how to take action against cyberbullying.
 - Julie Crosby, FD Health is requesting \$200 to help purchase materials for this school wide initiative. We would like to purchase various plastic charms, chains, plastic baggies, and card stock. Along with those items we would like to have a REACH banner made for when the students receive their award and they can stand with it for their picture

- **Communications** - Shana Tyner | Michelle Ducie
 - Website Redesign - We would like a Wix website.
 - Brand Accomplished is offering a \$500 discount to be our website sponsor.
 - Subtotal for the redesign is \$1500. Total with discount is \$1000. There is an \$800 deposit. See quote.

- **Fundraising** - Antonia Solitro | Jackie O'Connor
 - Cape Cod Nails offer
 - Fun Run
 - **Request up to \$15,000 to purchase (which will be reimbursed by Fun Run funds)**
 1. DJ X 2
 2. Miss Britt
 3. Pom poms
 4. Sponsor signage
 5. T-shirts (\$5/pp)
 6. Tunnels
 7. Flag making supplies
 8. posters/marketing signage
 9. Materials to send home
 - Subcommittee
 - Sponsorships Solicitation
 - Principal's Projects
 - Garden Club at Forestdale
 - 6 week session beginning September 25th for grades K-2. Wednesdays Dismissal lasting 1hr 50\$ per student. Volunteers Needed (Parents who volunteer can register child with no fee)

- **Events** - Valerie McIntyre | Meaghan Mallon | Angela Klida
 - Back to school bash 9/13 5:30 @ forestdale
 - Fall harvest event (Liz) Oct 19th
 - Open house meals for teachers - will put out signups for volunteers to arrange and set up food
 - Book fairs
 - Oak Ridge Oct. 15th & 16th - family night 10/16
 - Forestdale Nov 14 & 15 - family night 11/15
 - Heritage trunk or treat? 10/26
 - Sugar plum fairy holiday kick off Nov 24

- **Cultural Events** - Cyndi Rotondi

Request for 1000\$ Cultural funds from Mr John Williams for Vento Chiaro to perform for 3rd/4th grade students at Oak Ridge.

- **Membership** - Mary Beth Burwood

Transition to Givebacks
Incentives

- **Treasurer's Report** - Cara Foley

End of Year 23-24 Report
New Format for 24-25

Budget Request: \$750 (Insurance, tax filing, etc.)

REMINDER: Submit Expense Reimbursements through the Google Doc Form

- **Questions | Comments**
- **Adjourned:**

Your 2024/2025 Sandwich Elementary PTA Board

Co-Presidents: Lizz Bonino | Melody Way

Treasurer: Cara Foley

Fundraising: Antonia Solitro | Jackie O'Connor

Events: Valerie McIntyre | Meaghan Mallon | Angela Kilda

Secretary: Lauren Comley

Grants: Kendall O'Brien

Communications: Shana Tyner | Michelle Ducie

Accounts Payable: Kate Bizorik

Cultural Events: Cyndi Rotondi

Membership: Mary Beth Burwood