



## Sandwich Elementary PTA- Building a Community for our Families.

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

Note: Membership [signup here](#).

**Tuesday, February 13th 2024**

**General Membership Meeting**

**6:00 pm Oak Ridge Library & Zoom Option**

**Welcome/Introductions - Introductions of all board members and administration.**

**In attendance: Cara Foley, Cyndi Rotondi, Kathryn Walden, Kendall O'Brien, Lizz Bonino, Jenny MacFaden, Jacqueline O'Connor, Rebecca Westgate, Antonia Solitro**

- **Approve January Meeting Minutes - Jackie motions to approve, Lizz seconded, all in favor**
- **Principal/Vice Principal Report**
  - **Forestdale - Chris Dintino - not in attendance**
  - **Oak Ridge - Trish Hill - not in attendance**
- **Grant Requests - Kendall O'Brien**
  - Arthur Guerra, Grade 4 is requesting \$306 to purchase a historical fiction graphic novel: "Nathan Hale's Hazardous Tales: Donner Dinner Party". 40 copies, 10 per ELA teacher - **Antonia motioned to approve, Jenny seconded, all in favor - Kendall will follow up (specifically about check reimbursement/payment)**
  - Diana Ganju, OR Art is requesting \$81.80 To purchase two 5lb bags of celluclay for a 5th grade cake sculpture art project - **Jackie motions to approve, Antonia seconded, all in favor - Kendall will follow up**
  - **Cara can give Amazon Business prime to PTA E-Board members**
- **Communications - Rebecca Westgate**
  - Consolidate winter happenings/ activities for newsletter late winter newsletter.
  - Push outreach on basket raffle - **going to circle back with Principals to let teachers know we can put together the baskets if they want to make an amazon wishlist for their class.**

● **Fundraising** - Antonia Solitro & Jackie O'Connor

- Pokemon Club - Thurs. 3:30-4:30, Ashley Quinn, Jackie O'Connor, Casey Pitta, Julie Pereira? (7 sessions) **25 People, 7 sessions confirmed. At least two full time and several part time volunteers**
  - Eboard Approved up to \$100 supplies
- Brick (LEGO) Club - Wed 2:30-3:30, Johnny Aurelio, Kathleen Stover, Jenny Macfaden (7 sessions)
  - Facilities all set - Library location
  - Price point - \$50/child
  - Limit on # 30 and waitlist
  - Sign up process
- Basket Raffle
  - Eboard Approved up to \$500 popcorn, supplies a **almost all slots for Forestdale classrooms have been filled. Oak Ridge has many that are not filled. We are still seeking volunteers to aid with those baskets. If we cannot find enough volunteers for Oak Ridge, we will have less baskets than anticipated. Working with Events to hold a movie night with popcorn the night of the basket raffle.**
- Celebration Sign (top one for the school / PTA, bottom one filled! **The signs have earned about 375\$ so far with more money coming in. More advertising can be done in newsletters but this seems to be a beneficial addition.**
- Fun Run
- **A sun committee will be formed to work on progress of the fun run so that the schools can obtain more of the funds earned while offering another great event for the kids**
- Request for up to \$3000 for Teacher Appreciation Project
- **Antonia motioned to approve. Cara seconded. Request approved with unanimous vote.**

○ **Ongoing efforts:**

- Minted - social blast leading up to holidays
  - 10% discount for consumer - **FUNDRAISESANDWICH**
- Bay State Textiles
- Mabels Labels

Hats - Lizz order more? What do we want to see and how are we going to promote? Does a volunteer want to help me? **Lizz is going to use 1000\$ of previously approved funds to order "dad" style baseball hats to sell. Our anticipated sale date begins the night of the basket raffle. 1500\$ has previously been approved. Only 317\$ has been spent so far.**

● **Events** - Valerie McIntyre and Kathryn Walden

- Asking for up to \$25,000 scholastic dollars to be spent during the March and April bookfairs. (12500 per school) - **March 21-22 (family night night of 22) 5-7 at Oak Ridge, March 26, 29-30 (family night 26) at Forestdale - School for Early Learning will be looped in - Jackie makes motion to approve, Cara seconds, all approve**
- Asking for \$1200 for two ice cream socials (one per school) during the scholastic family shopping night event- **Jackie makes motion to approve, Cara seconds, all approve**

● **Cultural Events** - Sara Aboutian - **not in attendance, no additional notes**

○ Events Scheduled:

**FORESTDALE:**

5/24- Peter Reynolds 2:15-3pm \$1,000

## OAK RIDGE:

RHSD will return in spring to have more intimate experience with 5th grade as an ongoing partnership. After school program is also a possibility.

### Cultural/Diversity Fair in Spring

Details to be set

- **Membership** - Jenny MacFaden - no additional notes

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

- Monthly Financial Report

Oak ridge has all checks for all field trips, Forestdale will be all out after vacation

See Treasurer's Report

\$15,690 - line item that exists, but no change since it was originally committed to Oak Ridge Basketball Court

Lizz has a few checks for Cara

Jackie has a few checks for Cara

Bank Accounts - getting charged for non use for 1 (PTA), other one carries balance (SEPTA) - Cara wants to merge accounts and do periodic movement to avoid dormant fees - Jackie motions to approve, Lizz seconds, all in favor

Proactively figuring out how we can make the Treasurer's job more sustainable - task list, division of labor into 2 positions

## Meeting Schedule:

- February 13 6pm Oak Ridge
- March 12 4pm OAK RIDGE - this has changed from Forestdale
- April 9 6pm Oak Ridge
- May 14 6pm Forestdale
- June 4 6pm Oak Ridge

## Questions/Comments -

Adjourned at 6:36 PM

## **Your 2023/2024 Sandwich Elementary PTA Board**

**Co-Presidents:** Lizz Bonino & Cyndi Rotondi

**Treasurer:** Cara Foley

**Fundraising:** Antonia Solitro & Jackie O'Connor

**Events:** Valerie McIntyre & Kathryn Walden

**Secretary:** Melissa Shevory

**Grants:** Kendall O'Brien

**Communications:** Rebecca Westgate

**Accounts Payable:** Kate Bizorik

**Cultural Events:** Sara Aboutian

**Membership:** Jenny MacFaden