



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, March 14, 2023

General Membership Meeting

6:00pm Oak Ridge Library

- **Welcome/Introductions - Introductions of all board members and administration.**
- **Approve last month's meeting minutes. Daisy motioned to approve. Seconded. Motion approved.**
- **Principal/Vice Principal Report**

Forestdale - **Update provided by Sarah Murray, Vice Principal.** Report cards on 3/20. Parent Teacher conferences on 3/22 and 4/5. Buttonwood Zoo for the first grade was a huge success and Wacky Science was enjoyed by all. Big thank you to PTA.

Oak Ridge - **Update provided by Trish Hill, Principal.** Close of term as of today, report cards will be released on 3/20. Parent teacher conferences on 3/22 both afternoon and evening meetings. Additional parent teacher conference on 4/5.

3. Grant Requests - Kendall O'Brien

- Matt McRae, PE Forestdale requesting \$3000 for Field Day. \$2600 for inflatables, \$200 for pizza, \$200 for bubbles, temp tattoos and face paint (This does not include family night, which is dependent upon the number of volunteers available.) [Cara motioned to approve \\$3000 for field day, motion seconded. Motion approved.](#)
- Amy Baxter grade 2, request for field trip funds [Revisit next month.](#)

4. **Communications - Rebecca Westgate**

- Events/ happenings being posted via FB and website
- FB reach up 108% since Jan.

5. **Events - Daisy Lemoi and Angela Klida**

A) Spring Book Fair

- Oak Ridge - 3/23 & 3/24 - **MOVED TO MONDAY AND TUESDAY 3/27 & 3/28**
 - Family shopping night Friday 3/24
 - **Vote to use up to \$5000 in scholastic dollars**
 - Classroom Teachers - \$50 each
 - Reading Specialists - \$50 each
 - Literacy Room - \$250 total
 - Library - \$500 total
 - Students in need/ Discretionary - \$750 total
- Forestdale - 4/27 & 4/28
 - Ice cream social and Family Shopping night 4/28 @ Forestdale.
 - **Request budget of \$500 for Ice Cream Social** [Melissa motion to approve funds of \\$500 for ice cream social, motion seconded. Motion approved.](#)
 - **Vote to use up to \$5000 in scholastic dollars**
 - Classroom Teachers - \$50 each
 - Reading Specialists - \$50 each
 - Head of ELA - \$250 total
 - Library - \$1000 total
 - Students in need/ Discretionary - \$750 total

[Cara motioned to approve \\$5000 for each school ins scholastic dollars. Motion seconded, motion approved.](#)

B) 6th Grade Step Up

- Request funding for \$2500 for student gifts [Trish Hill motioned to approve \\$2500 for student gifts, seconded. Motion approved.](#)

- Request budget of \$1000 for lunch/picnic. Committee and donations to be requested in May **Melissa motioned to approve \$1000 for picnic, seconded. Motion approved.**

C) Teacher appreciation week - May 8-12

- Request budget of \$1000 for teacher appreciation luncheon
- Will resume in school appreciation as opposed to gifts as done during Covid. **Melissa motioned to approve \$1000 for luncheon, seconded. Motion approved.**

D) Conferences -

- Discuss process of conferences at Forestdale and Oak Ridge **Principals reported most teachers will be in house for conferences.**
- Determine if in person, does PTA resume supplying meals for teachers stuck at school for conferences and if so, when?
- Budget requested to cover cost?

Daisy requests \$2000 for teacher meals at both schools. Cara motioned to approve, seconded. Motion approved.

Yvonne Hunt, 5th grade teacher and student council representative asked for help regarding talent show. A large group of 6th graders would love to have a talent show like last year. Unfortunately, the event is too large to be run by the student council this year with such a short timeline. They are asking if we would reach out to see if we could gather support and volunteers/parent committee in order to hold event with their guidance.

6. Fundraisers - Antonia Solitro, Jackie O'Connor, Kate Bizorik

- **Basket Raffle - Thursday March 16th @ Sandwich High School.**
 - Parent Coordinators almost complete. Few classes remaining without organizer.
 - Discuss event process and set up
 - 1/30-2/3 - Email to coordinators to go out
 - 2/6-2/10 - Flyers sent home to families, boxes put in classroom, collection of items starts
 - 2/13-2/17 - Collection of items continues
 - 2/20-2/24 - VACATION
 - 2/27- 3/3 - Presale flyers sent home and ticket presale begins
 - 3/6- 3/10 - Ticket presale. Last push for donations
 - 3/10 - Baskets collected and assembled for following week
 - 3/10 - online ticket sales live.
 - a. Will be for specific theme and not for specific basket.
 - b. Antonia and Jackie to fill out tickets and bring to event to put in boxes

Daisy reports that there are about 60 amazing baskets. Ice cream and toppings were purchased. Set up at high school will begin at 2:30. Scoping can start at 3:30. Great turn out from oak ridge teachers to help scoop!

- **Lego Club**
 - Volunteers for Forestdale found. Looking to start first session in March.
 - Flyers being sent home week of 2/27/23
 - Teacher volunteered for Oak Ridge. Need to discuss how registration is handled and if this is PTA or OR club? [OR will most likely be run as part of the Oak Ridge Club.](#)

28 members registered for Forestdale.

- **Winter gear (hats, sweatshirts, long sleeve shirts)**
- **Trivia Night in the Spring**
- **Ongoing efforts:**
 - Minted - \$27 as of Dec 11 [Social Blast highlighting year round code](#)
 - Amazon Smile - discontinued Feb 2023 [last payment received from AmazonSmile program.](#)
 - Bay State Textiles
 - Mables Labels [Social Blast closer to summer](#)

7. **Membership - Felicity Young**
[Updated: 145 members.](#)

8. **Treasurer's Report - Cara Foley**
See Attached

[Last payment was made for the final water filling station at Forestdale.](#)
[Increase in membership funds.](#)

9. **Cultural Events - Alycia York**
Events Scheduled:
FORESTDALE:

- [Math Magical](#) 2 shows (\$2195) 9:40am/10:40am Apr 7

- **BMX** 3 shows (hopefully outside, Gym as a backup plan) (\$3990)
9:40am/10:40am/11:40am June 7

OAK RIDGE:

- **Bart Weismann:** 3/29, I believe that is musical event b/c I have set that up with Mr. Williams @ OR the music teacher. No cost for the PTA.
- **Chiaro Vento instrument demonstration "Peter & the Wolf":** 3/31. 9:15 & 10:15. Band Booster is going to cover \$500 and PTA \$1000.
- **Ted Murphy: Author Visit and Writing session:** Wednesday March 22nd - Friday March 24th. 2 - 1 hour sessions/presentations on day 1, one for grade 5 and one for grade 6. combining classes in pairs or triples for day 2 & 3. PTA \$2000

10. Discuss Sandwich Elementary PTA Bylaws committee

- By laws need to be reviewed and resubmitted to Mass PTA
- Need a few volunteers to be on committee.
 - *Can't be presidents*

[Confirm details at next meeting.](#)

11. Questions/Comments -

Adjourn. 7:05pm

Next Meeting: April 11, 2023

Remaining Meeting Dates:

4/11/23
5/9/23
6/13/23

Your 2022/23 Sandwich Elementary PTA Board

Lizz Bonino & Sara Aboutian: Co-Presidents

Cara Foley: Treasurer

Antonia Solitro, Jackie O'Connor, Kate Bizorik: Fundraising

Angela Klida & Daisy Lemoi: Events

Melissa Shevory: Secretary

Rebecca Westgate: Communications

Angela Stetson: Accounts Payable

Felicity Young: Membership

Alycia York: Cultural Events

Kendall O'Brien: Grants