



## **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, September 13<sup>th</sup> 2022**

**General Membership Meeting**

**6:00pm Forestdale Library**

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

**2. Proposed 2022-2023 meeting dates and vote:**

Second Tuesday of the month at 6pm

Lauren Galvano motioned to approve meeting dates, seconded. Motion approved.

10/11/22

11/8/22

12/13/22

1/10/23

2/14/23

3/14/23

4/11/23

5/9/23

6/13/23

**3. Principal/Vice Principal Report**

Forestdale - School has started for all age levels at Forestdale. The kindergarten meet and greet went well. Math and ELA assessments have started and continue

through this week. Open house is on 9/21 starting at 4:30 for kindergarten, 5:30 for First grade and 6:30 for Second grade. 9/22 is picture day with a new company Gekus. Superintendent Maruszczak will start visiting the school next week for classroom walkthroughs. Volunteers are being welcomed back to the school. A reminder to parents who are volunteering to contact the school regarding CORI checks.

Oak Ridge - Third grade welcome night and the all school night had great attendance. The year started with common space assemblies regarding classroom culture and school rules. Math and ELA assessments have started. Superintendent Maruszczak has been visiting the school and has started his classroom walkthroughs. 9/22 is picture day with Lifetouch and Open house (6:00pm-7:30pm) Volunteers are welcomed back into the school. The library is once again going to be up and running. Looking forward to the book fair and boosterthon in the upcoming months.

### **3. Funds Requests - *Kendall O'Brien***

**08/08/2022: Sandwich Partnership for Families** (Lauren Galvano) is requesting up to \$500 for ice cream for a Kindergarten event that the Sandwich Partnership for Families is co-hosting with Forestdale Thursday. VOTE: Majority yes; **Paid Cape Cod Slush total of \$198 for this event.**

#### **Grade Level Grants**

Approve the budget for this year based upon expected revenue and past years

Grade Level Grants for 2022-2033 proposed below:

Pre- K -	\$1000 x 1
K-6 grades:	\$1500 x 7
Special Ed:	\$1000 x 1
Specialists:	\$300 x 15
Misc	\$1000
Total Grants:	\$18,000

**Daisy Motioned to approve budget as requested for grade level grants, seconded. Motion Approved.**

#### **Mary Cox Fund**

Request approval of \$1,900 for Mary Cox fund

**Explanations of Mary Cox Fund Per the PTA ByLaws: Section 2.**

**The following are basic policies of Sandwich Elementary PTA, in support of our mission to promote the health and welfare of children and support the family structure in which they reside**

- a. On a yearly basis, the Sandwich Elementary PTA will vote at a general membership meeting to set aside funds amounting to no more than 5 percent of gross profits from the previous year toward the Mary D. Cox Scholarship Fund.**

b. The Sandwich Elementary PTA Executive Board will distribute funds via the Mary D. Cox Scholarship Fund to families of students attending either or both the Forestdale School and Oak Ridge School who are determined to be in need.

c. Funds distributed through the Mary D. Cox Scholarship Fund will amount to no more than \$300.00 per family and will be distributed in a manner consistent with the needs of the family, such as food and school supplies.

d. General membership will be notified at each general membership meeting of the amount of funds distributed through the Mary D. Cox Scholarship Fund.

Chris Dintino noted that he and Trish Hill were recently notified of the in need population at both schools. Forestdale has a 33% in need population and Oak Ridge is at 29.4%.

Daisy Motioned to approve funds as requested for Mary Cox Fund, seconded. Motion approved.

### **07/20/2022: Water and Snack Request from Nurse**

Due to changes in town ordinances with single use water bottles, Nursing Department Head Nicola Bordelon reached out to PTA over the summer to ask for assistance with water donations. Because PTA funds are considered municipal funds, requesting gift cards or money is not permissible to use for single use water bottles. The board acquired a private donation of water and E-board voted unanimously to store water bottles in PTA closets to distribute throughout the year.

Nicola requests a grant for snacks only. Nicola was not present at tonight's meeting and will move to October's meeting.

**4. Communications - Rebecca Westgate** Facebook is being updated regularly and the newsletter is being updated as well.

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

#### **1. OPEN HOUSE:**

- **FORESTDALE – 9/21 Grade Specific times: K: 4:30-5:30, 1st: 5:30-6:30, 2nd: 6:30-7:30**
- **OAK RIDGE – 9/22 (6:00-7:30pm)**
  - T-Shirt table for both events
  - Membership table for people to sign up?
    - Print forms? Take checks? Credit Cards?

Contact Daisy if available to volunteer for open houses.

#### **2. BOOK FAIR:**

- **OAK RIDGE – 10/13-10/14**
  - Family night – Friday 10/14 6-8pm
- **FORESTDALE – 11/14 – 11/15**
  - Family night – Thursday 11/10 6-8pm (Veteran's Day is Friday)
- Need to request the amount of \$4000 in Scholastic Dollars to be used at each school for the Book Fair. The current Scholastic Book Fair account has a \$20,000 scholastic dollar balance. Lauren G. Motioned to approve \$4000 of scholastic dollars to be used for Book Fair, seconded. Motion approved.

- Vote to take this year's profit in cash vs. Scholastic Dollars (this year only).

Lauren G. motioned to take this year's profit in cash vs. scholastic dollars, seconded. Motion Approved

- Request \$1000 in Scholastic Dollars for Forestdale and \$1000 for Oak Ridge to purchase books for each school for Christmas gift programs. Daisy will purchase and deliver to each school prior to holidays.

Meredith Fortier motioned to approve \$1000 for Forestdale and \$1000 for Oak Ridge to use for holiday gift programs, seconded. Motion approved.

- Need to confirm Ice Cream Social schedule

- Request the amount of \$500 to cover cost

Lauren G. motion to approve up to \$500 per school for ice cream social costs, seconded. Motion approved.

- T-Shirt able for Family night and help breaking down

- Membership table for people to sign up?

- Print forms? Take checks? Credit Cards?

### 3. **MAGNETS:**

- PTA provides car magnets to the schools for Kindergarten Playdate and 3<sup>rd</sup> grade step up night.

- Since we are no longer involved in planning these events, I propose we order magnets for the schools and pass off the inventory to the office to distribute at next year's events.

Daisy requests \$600 for magnets for both schools. Lauren G. motioned to approve magnet funds, seconded. Motion approved.

### 4. **TEACHER CONFERENCES:**

- Typically PTA organizes meals for Teachers during the nightly conferences.

- I believe we are now almost exclusively virtual conferences so no longer need to provide meals. Need to confirm and we can remove this from our schedule.

Further discussion needed. Will revisit

### 5. **TRUNK OR TREAT – SPONSORED BY SANDWICH POLICE 10/29**

- Discuss and plan

- Need volunteers

Great community event. This year it will be held at Heritage Museums and Garden 10am - noon..

### 6. **CABIN DECORATING AT OAK CREST COVE – SANDWICH REC EVENT ~~Canceled for 2022~~**

- Discuss and plan

- Need volunteers

### 7. **T-SHIRTS –**

- Will sell at Book Fair, Open House and Sugar Plum Fairy Event

### 8. **SWEATSHIRTS –**

- Use an outside company like Bonfire or Custom Ink.

- Do a online only order, set price, specify time

9. **SUGARPLUM FAIRY – DATE TBD** Shopping has started. Family favorite event. Kids are able to shop independently with a volunteer for family and friends. Questions posed and discussion started regarding a voucher system/direct donate/ bake sale to help families in need.

- Discuss event and overall plan.
- Will need a TON of volunteers

10. **DISCUSS POSSIBLE FUTURE EVENTS:**

- Pumpkin Carving
  - requesting \$200 for expenses/prizes **Lauren G. motioned to approve funds for pumpkin event, seconded. Motion approved.**
  - **PTA run community event/fundraiser**
  - **Mr. Dintino offered the outdoor classroom for the event.**
- PTA Meet and Greet (@Sagamore Inn)?

6. **Fundraisers - *Andrea Olsen & Monica Desmaris***

1. **BOOSTERTHON:** Parent volunteers needed. Largest fundraiser of the year. \$50,000 generated last year.
  - The kick off for boosterthon is 10/19
  - Run date is 10/28.
  - T-shirt sizes for staff and teachers is due 9/14.

**DISCUSS FUTURE FUNDRAISERS**

- Basket Raffle (February?) Event was successful in the past, paired with an ice cream social at the high school. Themed baskets put together by parent donated items from each classroom. Raffle tickets purchased for baskets by students/families. Classroom parent volunteers needed to collect and construct baskets.
- Silver Graphics? Kids Art Work Fundraiser. Customized products with your kids' artwork. Has been a popular fundraiser in the past. Further discussion needed.

7. **Membership - *Felicity Young***

Current Memberships across both schools: 56 current members

Ideas to boost membership:

- QR code at open houses
- Possible Classroom Incentives?
- Flyers to go home as well as around schools at open house
- Word of mouth from teachers and principals at open houses

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

**Cara presented the treasurer's report, being the beginning of the school year there wasn't much to report.**

## **9. Cultural Events - *Alycia York***

### **Forestdale**

- (2018-2019 there was 1 performance almost every month)
  - What do we see 2022-2023 looking like?
  - Sarah had mentioned these first 3 options.
- Wacky Science
  - In-Person \$1195 or 2/\$1795, AM/PM - \$2390
  - More than just whiz, bang, poof and pop, the show focuses on science with everyday objects and makes the Scientific Method easy to understand!
- Math Magical
  - In-Person 1 or 2/\$2195, AM/PM - \$2990
  - An assembly designed to get your students excited about math!
- The Freestyle Connection BMX
  - In-Person 1 or 2/\$3100, AM/PM – \$3990
  - Catch the attention of your students through a mind blowing BMX Stunt Show!
- Other Options
  - The bFit Show - Get your kids excited about eating healthy and exercise!

### **Oak Ridge**

- Brett Outchunis: Particular date in mind? Currently booking for October. Rate for a school show is \$850 and it runs 60 mins. If you'd like to split the school up, can do two shows for \$1500.
  - —His "Skills FOR LIFE" programs are designed to give students tools and techniques for navigating everyday life that are easy to use and remember.
  - —Yo-Yos, Music & Dance is a 60-minute show that combines three of Ooch's favorite activities - yo-yo tricks, cool music and sweet dance moves!
- Working with John Williams (instrumental teacher): Vento Chiaro is a wind ensemble that came in each year for grades 3 & 4. Per John - Vento Chiaro is already holding 3/31, which would be perfect to coincide with their evening concert. I just need to confirm with them. And I will be meeting with Band Boosters on 9/12 where we will discuss whether they can help with funding.
- Bart Weizerman: He would alternate one year jazz and the other Klezmer. Again per John - Bart is happy to do the presentations for grades 5 & 6 as we've done in the past, and there is no cost to us. I will work with Brandy to get those scheduled, probably around the same time as we get Vento Chiaro (assuming it will be a go), late March early April.

Further discussion on dates and to finalize plans to book are needed. Will be discussed at next meeting.

Daisy motioned up to \$10,000 for each school for cultural events, seconded. Motion Approved

**10. Questions/Comments -**

**Adjourn. – meeting adjourned at \_\_07\_\_:\_\_18\_\_PM**

**Next Meeting:**

**Remaining Meeting Dates:**

**Your 2022/23 Sandwich Elementary PTA Board**

Lizz Bonino & Sara Aboutian: Co-Presidents

Cara Foley: Treasurer

Andrea Olsen & Monica Desmarais: 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

