

Miscoe Hill PTO General Meeting Minutes

Date: 04/03/2024

Location: Remote

Meeting Called by: Victoria

Time: 6:30pm

Attendance: Victoria Wilkinson, Melissa Morse, Jessica Tilley, Meg Halfpenny, Jessica Miarecki, Lauren Tengler, Gretchen Hensel, Joe Bonapace, Lyndsey Nickerson

Call to Order

1. Approved 03/06/2024 general meeting minutes by email.

Opening Reports

- President, Victoria Wilkinson
- Treasurer, Kelly Lucier
 - We currently have a balance of \$7421 in our account. We have an anticipated surplus of \$2000 after paying for expected programming.
 - We have a steady income stream coming in from Bay State Textiles that is keeping up with small monthly expenses.

New Business:

- Annual bylaw review (Jessica)
 - See Bylaw Review document for highlighted proposed changes.
 - Members vote to approve all changes.
- 8th grade semi formal committee (Victoria)
 - With the agreement of the PTO, the semi formal committee members, and Jay Byer (head of MURSD finance), The PTO will absorb the 8th grade semi formal committee. The committee will now be able to take advantage of all of the PTO benefits, including but not limited to our tax exempt status and Venmo account.
 - No bylaw amendment is required for the PTO to add this committee.
 - Kelly will set up a specific account and can provide the committee treasurer with a debit card.
 - The committee has been meeting regularly and is making good progress.
- Spring staff appreciation (Victoria)
 - Vicky will reach out to Deb and check on the planning status.

- In addition to the luncheon during the week of May 6, the PTO would like to offer extra perks to teachers such as a supply of student incentives (candy). If there's anything else that teachers regularly spend their own money on, we would like to provide that too.
- Teacher requests (Victoria)
 - The 5th grade teachers sent out a sign up genius for treats and items for students to enjoy during the upcoming MCAS testing dates. The PTO will complete the sign up genius for all requested items. Vicky will do the shopping.
 - PTO presentation at staff meeting- waiting for confirmation with administration
 - Online staff request form- waiting for response from administration
- Open to members or guests to share an idea or make a motion
 - School supply kits (Lyndsey)
 - Lyndsey has been working with the staff in the main office to get completed lists. The process is right on schedule. Orders will close around the end of the school year with delivery in mid-August. There is an option to add on an amount to each kit as a fundraiser. We can also add on the option for Good Neighbor kits, but we would need to work with guidance to get a number of kits.

Old Business:

- Cultural arts (Jessica)
 - Sheryl Faye is coming for grades 5 and 8, 6th grade had an author presentation.
 - Jess has been working with a vendor for 7th grade, but communication with the teachers to schedule the performance has been challenging. Jess will reach out one more time to try to work it out.
- Recess equipment- both indoor and outdoor (Jessica)
 - We are all set for outdoor equipment. There is a different teacher serving as a point person each month to make sure the materials are accounted for.
 - We have a supply of indoor recess games (checkers, chess, Uno, Connect 4, etc) for the 5th grade as requested, Melissa will drop them off at school tomorrow. Vicky will ask Caleigh to reach out to other grade levels to see if anyone else could use a refresh of materials.
- Library project (Melissa)
 - There have been big changes in the layout. The shelving and circulation desk have been rearranged to the new format.

- Weeding out damaged, out of date, and other unsuitable materials is a long process but it's coming along. Reshelving the remaining materials is in progress.
- Advocating for the replacement of outdated and damaged materials with current, high interest (by staff and/or students) books remains a priority for the PTO.

Announcements

- Remember to check for updates on our Facebook Page (Miscoe Hill PTO - Current), Twitter (@miscoeptto), Instagram (#miscoehillpto), and our website (www.MiscoePTO.org).
- Sign up to receive communications by sending us an email: PTOMiscoeHill@gmail.com.
- Our next general meeting will be May 1 at 6:30pm, location TBD

Adjournment