

Peter Noyes PTO Meeting Minutes
Tuesday, September 18, 2018

Attendance: Shonda Morris, Jen Jackson, Jen Spencer, Dana Attlan, Annette Doyle, Charu Fischer, Vidya Parwani, Ann Marie King, Jean Nam, Gina Hatcher

1. **Welcome:** Shonda and Jen welcomed everyone to today's meeting.

2. **Review and Approve Minutes** from the previous meeting--- meetings minutes approved

3. Committee Updates

a. Playground Update (Jean Nam)—Haynes playground is done—Noyes is up next—plan is to meet with a group 8-9 times for planning—fundraising is still an issue—plan is to setup a table at back to school night and will be selling bricks \$100/brick—The majority of money comes from the town. Haynes' playground was built first, and they got mostly town money. We were however able to get some grants and Haynes was able to use some of the grant money and the town money that is left over will go into our, Noyes playground and the money raised and left over will go into the next playground etc.

b. PTO Budget review (Dana Attlan)—we did not have our biggest event last year, the fun run and auction, so we were a bit behind with what we needed from what we spent—we had a surplus of money that we were able to pull from for gifts etc., our biggest expense is educational enrichment, 30k goes to speakers in class room activities. If we have a great turnout with auction and fun run this year, we will be able to put more back into the school. There is still great amount of improvements that's are going into our school that will be paid for by our PTO budget. The plan is to improve the teacher's lounge and to purchase new curtains for the gym. Also, if you need to be reimbursed for any PTO events. You can do so via online reimbursement. There is a link on the PTO website to get reimbursed. Just fill it out and if it takes a few days and you need it sooner then please send me an email- I tend to do a batch checks out once a week usually Fridays.

c. Noyes Directory (Charu and Ann Marie)—Directories are underway. Directories in other schools are 10—we felt that it was too high to change it to \$10 so we will be selling the directory for \$7 and a bundle of school notes with the directory for \$10—still need volunteers to help with the directories to help with transitioning people. There is a slight delay in printing due to confidentiality, these issues are being worked out and should be able to be distributed soon.

d. Back to school night (Gina)— Coming up next week—we have a lot of tables that will be set up during the event: Boy scouts, Girl scouts, Noyes wear to name a few.

e. Trunk or treat (Gina)—Community event only, no fundraising happening during this event. We need cars to volunteer to decorate their trunk and hand out candy during the event. We also need people who would be willing to donate candy. We are having a stimulation free time of 5:30pm-6:00pm, this will void of lights and music and then music/lights will turn on after.

f. 5th grade events---(update via email. Angela Crocker)—5th grade events plans are underway. Plan for our "creepy café" to run in conjunction with our book fair that is running during December.

5. Open Positions

- Noyes Wear (1 openings)
- Greenhouse and Garden (3rd grade parent)
- Metco Parent Liaison (1 opening)

- New Events Committee (1 opening)
- Yearbook (2 openings) (Big need)
- Spring book fair (2 people)

6. Comments/Open Discussion (Shonda)—Few updates:

- Date moved for trunk or treat has been moved to Oct 26th —charter oak has a Halloween event the same night we didn't want to compete with them.
- The creepy café will run in conjunction with the Book fair this year. The book fair will run December 10-14th with the preview date of the 7th.
- Auction was originally in November, we were optimistic with the timing. This is an adult only night. The plan is to do it every other year. We moved the date to May 4-5th. Still working on the venues. Hoping to do it more casual this year. We did it at 29 Sudbury but not sure what is happening with them and timing. We are hoping to keep it in Sudbury, but it is limited with how many people can accommodate 200 + people.
- Glow run is happening March 12th—This is a big fundraiser for our PTO. We debated whether we would run the event ourselves, but volunteers have always been an issue and the organization we went through last time requires no volunteers to run but does charge a fee that would take from our fundraising money.

2. Gift at the end of the year—Mrs. AB retired after 54 years and the PTO gave a sign to honor Mrs. AB in the garden. We are planning on continuing the momentum and adding a few new things to the school. We are planning on adding: a. New curtains in the gym. b. Teacher's lounge is getting a much-needed makeover: new paint, a fridge and industrial ice maker, and new stackable chairs and some furniture. c. New benches in the courtyard in the front and benches for car pickup with the core values in the benches.

3. We have some ideas what we would like to do for next year—replacing all the water fountains and any help that the playground may need—we sit every year at the end of the year with Annette and Kristin to get a good sense of need. Also, hoping to be able to have an awning for car pickup at some point.

A lot of questions, about where the money is allocated, we are going to try to be more transparent by posting to Facebook about events, speakers so that the parents have a clear understanding of how the money is spent.

Next PTO Meeting: January 8th at 9:15am