

Richmond PTO Meeting Minutes October 18, 2017

Call to Order:6:35pm

Members Present: Shellie Callahan, Kara Castellucci, Lisa Parr, Joni Broughton, Julie McGovern, Lauren Durante, Tami Neil, Rebecka Richards, Kat Velander, Bethany Hopfer, Dana Palmisciano, Sarah Dugas, Sharon Chang, Donna Porter, Kristin S. Haxton, Melissa Silva, Kristen Anderson, Sharon Martin, Robin Woodmansee, Elisa Campbell, Katie Caswell, Casey Pariseau, Laura Couturier, Filipa Bryson, Kim Daigle

Message from Principal: Mrs. Martin had a few new items to introduce, the first was that the district as a whole is working to identify focus areas. Teachers/Staff voted and the focus will be Health & Wellness. This is the planning year as the program plans to kick off next year. A meeting will be held in a few weeks, will be listed in the listserv, all are welcomed to join. The initial meeting will discuss the programs initiative, budgeting, and planning areas. Mrs Martin is also part of the Smart Lunch healthy food choice assessment. Next meeting with Aramark is 10/24. Some improvements would be moving the water bottles to the front of the cooler vs having the white/chocolate milk in front, having fresh fruit in nice baskets vs metal bins, another thought is chopping up fruit/veggies vs having them displayed whole. Farm Fresh is a local company which could help start a food ambassador program to encourage kids to learn about the benefits of fruits/veggies. Mrs. Martin also introduced the Reebok boks program which is a free before school physical activity program aimed to get children moving in the morning and their brains ready for a day of learning. The Boks goal is beginning the morning with active play to jump start kids brains and prepare them for a day of productive learning. The program is free, funded by Reebok. Boks program can be implemented by parents, PE teachers, staff and/or other community members. Free Training is available at the Reebok Headqtrs in Canton MA. Mrs Martin will look into the training program further as it could be a great opportunity for children at RES. Mrs Martin reported that the weekly listserv has 245 hits (views) however there are 393 kids at RES. She asked if the PTO could promote the listserv on the PTO website and FB pages. She is also asking K teachers to promote the listserv to K parents via dojo or weekly letter. The PTO also had a weekly listserv but seems repetitive. It was decided that we will only have a school listserv and the PTO could email Mrs Martin or Mrs Lepree if they would like something added. Lastly, Mr MacKenzie - principal at CHS sent a heartfelt Thank you card to the PTO thanking us for our kindness and consideration in donating items to the students and staff during the week of Maddie Potts's tragic passing.

Treasurers Report:

Checking Acct \$19,575.95

Savings Acct \$5,967.16

Estimated to spend \$9,750.89

Total Spendable \$15,792.22

Funds Allocated to Grade Levels: Shellie reported the funds allocated for each grade. For each grade level (team) the PTO deposited \$20/student + \$500 (total for the team to share) into SAF accounts. The final amounts are: K - \$1,820, 1st grade - \$2,120, 2nd grade - \$1,740, 3rd grade - \$1,920, and 4th grade - \$2,440. Special Education will receive a total of \$1,500 to be distributed as follows: \$500 in S&S gift cards to be used for Friday cooking club supplies, \$500 in Walmart gift cards to be used for Friday cooking club supplies, and \$500 deposited into their newly established SAF account. Each grade has been asked to come to a PTO meeting to give an update on how they plan to spend or have spent their funds. We have K scheduled for November meeting, 1st - January, 2nd - February, 3rd - March, and 4th - April.

Stop&Shop A+: The program has officially started, be sure to check your receipts for bonus points. Shellie and Melissa passed out reminders to our staff and bus drivers to get reminders out to parents about the S&S program and registering their cards. The first totals will be available at the November meeting. We are looking into asking room parents to remind families about S&S or asking teachers to have fliers at the December parent conferences. We also discussed having a table at the craft/vendor fair of S&S A+ info to get the community involved in registering their cards to support local schools.

Square1Art: Joni mentioned this is still in the works and hopes to have items coming in this week??

Fall Spooktacular: This event is 2 days away! We are in need of volunteers during the event. We have just enough volunteers but would like to have a handful or so more as backup. Need stringed lights which are in the PTO shed. Pumpkins needed for the courtyard, they can be dropped off at the main office any day this week. Magician in the library, family crafts in the cafeteria, dancing/photo booth in the gym.

Winter Vendor&Craft Fair: Robin has asked us all to Save the Date for Sunday 11/19 for our very first vendor/craft fair at RES. We will need lots of volunteers, volunteer sign up sheet will go around soon. So far 50 checks received, which has brought in \$3,100 in profit so far. Waiting for another 20 vendors to send in checks, should be a total of 70 vendors. We have 8 food trucks which will be lined up in front of the school. Sweets, pizza, bbq, Haven Brothers, etc. Food trucks will give 10% of their proceeds to RES. We have asked vendors to provide a \$25 value basket for the basket raffle which would bring more profit to RES. (50) Yard Signs have been ordered which will be placed sporadically throughout the community from Ashaway to West Kingston end. Glossy flyers ordered to be hung at coffee shops, community boards, etc. A banner was suggested for the front lawn of school which will help promote the fair as well, Robin will look into that. Looking for more advertising ideas to get the word out about this event. A FB event page has been set up and can be shared with everyone and anyone. Some other advertising ideas would be adding to the calendar of events section of the newspaper, contacting Chnl 10 Mario Hilario, Turn to 10, students of RES to promote on RES News, using a RI podcast, and Westerly Sun will interview Robin few weeks before event. The fair will enter in the cafe, signs will be made to help w the flow of traffic. Vendors will wrap around the cafe, down the hallway,

and around the gym. The school will be open Sat 11/18 from 12-4pm for vendors to setup. Sunday 11/19 we will open the school at 7am, vendors should be set up by 9am, event starts at 10am and will run til 5pm. Mrs Martin asked about having police at the event. Robin said police are aware however prefer notice 2 wks prior to the event. The fire dept has been contacted and Fire chief has signed off on this event. Kristin requested a no plastic bags policy for next year. Julie will look into RES shopping bags to be made for the craft fair for shoppers.

Request from Teachers: Mrs Daigle presented on behalf of PE. They would like a 10,000 ft Digital measuring wheel stick to measure the inside of gym and outdoor field. This will help measure the mile run and other activities for the kids. She found the item on walmart.com valued at \$29.99+tax and free ship to store. This item was voted on and approved. Kristin presented on behalf of the 1st grade teachers. They would like 10 more alternative seating - howtohugs chairs valued at \$78.70 each totaling approx \$830. This was voted on and approved.

Recap on Events:

* *Picture Day:* Photos were taking outside this year since the weather was nice. The volunteers worked very hard to accommodate the photographers. Any retakes will be taking inside with a backdrop. Filipa recommended for next year to have the entire 4th grade class take their group photo at the very beginning of day when everyone is fresh and ready! The yearbook theme this year will be "Our Time to Shine". 4th graders will be working on the covers and a winner will be chosen.

* *First Friday:* Baked treats/goodies, tomatoes, teachers and staff enjoyed it very much!

* *4th Grade Tees:* Shirts have been ordered, students should have them early November.

* *Holiday Shop:* Wrapping paper for holiday shop is needed if anyone wishes to donate.

* *Greenhouse Cleanup:* Monday 10/23 from 3:30pm-4:30pm

Meeting Adjourned: 7:50pm