

## **New Eagle PTO Board Meeting Minutes**

**Date:** October 6, 2021

**Location:** Virtual via MS Teams

**Time:** 7:00 pm ET

### **Attendees:**

PTO Board Members - Anne Woodcock, Sarah Caffrey, Sandi Mahar, Michele Hinken, Jeena Pereira, Lauren Tiede, Becky Daly, Kerry Sinclair, Elizabeth Trupkovitch

NEES Principal – Patrick Gately

### **TREASURER REPORT – Sarah Caffrey:**

- Circulated the 2021/2022 budget and actuals via email to the PTO Board – PTO funding is on track and within budget to date
- Revenue through October 6, 2021:
  - After School Clubs: \$5340.00 from clubs (92 signed up for clubs)
  - Friends of the PTO: \$3,675.00 to date
  - For this year with Friends of the PTO, PTO provided information on the website about matching gifts through participating employers – to date there have been 4 matching gifts companies
- Parents Social & Auction exclusively funded Cultural Arts in past and there was discussion about the best approach to budgeting for Cultural Arts this year and if it should be all linked to the revenue generated from the Parents Social & Auction
  - Parents Social & Auction is advertised as a fundraiser for Cultural Arts programming
  - Other opportunities to advertise as fundraising for Cultural Arts
  - Sarah Caffrey will reconcile with actuals and budgets, but recommendation is that the Cultural Arts Committee build up the budget based on programming needs and then the budget can be aligned to support the needs

### **GOLDEN APPLE GRANTS UPDATE – Anne Woodcock & Dr. Gately:**

- Budget at \$3500 for the year has been set – confirming if we should re-evaluate based on the demand for this year
  - The total requests have been submitted should be covered by the budget
- Requests to date have all unanimously been approved by Dr. Gately and the PTO Board:
  - Van Thuyne
  - O'Connor and Van Thuyne
  - Worthington
  - MacMichael
  - Troy
  - Healey

### **FUNDRAISING UPDATE – Kristen Morgan via Anne Woodcock:**

- The fundraising letter went home to families
- Box Tops program is running
- Minted partnership with the PTO is live
  - 20% discount for purchases
  - 15% of purchase goes back to the PTO as a fundraiser
- Book Fair is on the calendar – partnering with Children's Book World, local independent bookstore
- Trunk or Treat sign-up is live
- School Store is live –

- Online school store is up and can handle custom items – request to share ideas for items that could be customized
- Additionally PTO is looking for a volunteer to manage the online store
- 4<sup>th</sup> grade parents will be running an in-person store, which fundraises to support the 4<sup>th</sup> grade activities for the year
- Spirit Wear – Anchors Away is live and available for orders
- Work is being done on various restaurant partnership for New Eagle Nights Out:
  - Paladar Latin Kitchen – Hispanic Heritage Month (ending October 15)
  - Handel’s Homemade Ice Cream – Anne Woodcock is working with them to organize
  - Also an opportunity for Diwali on November 4 and try to coordinate another NENO
  - Jeena Pereira will check with Kristen on confirming some of the other nights and opportunities

**Long-Term Giving Ideas – Becky Daly:**

- Discussion on the potential for the NEES PTO supporting scholarships for former NEES going off to college
  - Suggestion to look at what is being done by Flight & T&E Care
  - Suggestion to connect with Sandy Gorman and the team at Flight, there could be the option for the NEES PTO to contribute to Flight for them to execute through their current process
- Professional development for teachers – not really a need as it is satisfied through the NEES school budget
- Potential budget needs:
  - Additional playground space, something like a Kindergarten playground space and some turf or all weather surfaces for kids to use through the winter
    - Can discuss with PTOs at the other schools and with facilities
    - Dr. Gately will talk to Beaumont and Devon Principals to understand what was involved in their recent play space additions
  - Upgrade the AV and sound system in the cafeteria – potential to fund or also through the district as a facilities upgrade
  - Investment in something that creates temporary outdoor space for events in the future
    - Looking into the options with the District because it will need approval

**Day of Giving – December 9:**

- Charity event that wasn’t executed last year, so we will need to go back to determine the details necessary for 2021
  - Assembly line of wrapping, so will need to look into holding within the social distancing and safety protocols for Covid

**PTO CALENDAR UPDATES:**

- 3<sup>rd</sup> Grade Sock Hop is going to take place, last one was in 2019
  - It is going to be done outside – May 19, 2022
  - PE department teaches everyone the dances ahead of the event as part of the curriculum

**REVIEW OF COMMITTEES:**

**Digital Communications & Website – Judy Reiter via Anne Woodcock:**

- Rachel Kramer has volunteered to run the PTO email blast

**Cultural Arts – Sandi Mahar, Jeena Pereira**

- 3<sup>rd</sup> Grade TeePee Raising event was successful – 4<sup>th</sup> grade was able to experience this as well since they missed out on it last year
- Mother Goose is taking place this Friday, October 8, 2021
- Will not be able to do the Franklin Institute because they are not offering virtual or in-person events this year, so there is outreach around using the National Weather Service again for this year
- October 20, 2021 – Dinosaur Dig for 2<sup>nd</sup> and 3<sup>rd</sup> grade (since they missed it last year) in the cafeteria
- October 25, 2021 – Beekeeper presentation for 3<sup>rd</sup> and 4<sup>th</sup> graders (since they missed it last year), rain date on October 26
  - Need for 8 parent volunteers to cover the sessions
  - Judy Reiter will set up the volunteer sessions ask on the website
- Academy of Natural Sciences will be doing a virtual event for the 2<sup>nd</sup> graders – still waiting on the dates either November 9 or November 16, 2021

### **Diversity & Inclusion – Sandi Mahar, Jeena Pereira**

- Lending Library: Working on the lending library for parents for resources and incorporate it with the Book Fair through the Wish List
- Trunk or Treat DEI suggestions:
  - Finding ways to include everyone in events if they don't celebrate or partake in the Halloween events – wanted to include everyone and be sure there are activities for harvest or other themes:
    - “Create a Scarecrow” as an option if the Trunk or Treat fills up or as an additional event activity
  - Considering option for waiving the \$25 fee or finding a way to support the \$25 fee for others to participate
    - Anne is checking on the way that the PTO already supports families that want to go to the Trunk or Treat event to be supported
  - Another potential idea would be to offer tables for those that have limitations with cars for usage for decorating rather than a trunk
- PTO President's Meeting Ideas to Share:
  - Anne Woodcock proposed an idea from the PTO President's Meeting to look into inviting some of the Diversity & Inclusion student organizations from Conestoga High School to participate in the NEES programs and provide some programming that is appropriate for elementary schools – this was supported as something to pursue by the NEES PTO Board
  - Parent Book Club at Hillside around social education issues and taking guidance from Child Education Institute on books and having someone leading discussions around childhood education as an event for parents – NEES PTO will pursue as an option/idea for the Winter or Spring

### **Volunteer & Recruiting – Lauren Tiede, Elizabeth Tropkovitch**

- We are tracking in NEES PTO Google Docs all the volunteers that are participating in the PTO event both for recognition and as part of being a non-profit
- Staff Appreciation Winter Breakfast from parents – giving the social distance spacing and need to eat outside as part of safe COVID protocols, so options would likely to go with an option that is boxed for grab & go
- Halloween Parties
  - Will not be able to do the traditional Halloween party in the classroom
  - Lauren Tiede suggested the PTO offer options to sponsor or support various activities in the classroom for the students or if the parade is rained out, which was supported by the NEES PTO Board and Dr. Gately
- New Parent Mixer
  - 15 RSVPs currently

- Planned for 50 – 75 ppl, there is room and the option for some PTO members to attend and promote the PTO
- Conference Snacks will be combined with a Magic Monday for a Magic Monday/Tuesday for parent teacher conferences

Meeting Concludes.

**Next Meeting: Wednesday, November 3, 2021**