



Kensington Elementary School

PTO Meeting Minutes

Meeting Date: **August 22, 2017 6:00 pm.**
 KES Library

Attendance: (A) absent	Jen Macek – <i>President</i> Sheila Sedler – <i>Vice President</i> Sarah Wiggin– <i>Secretary</i> Taylor Florence – <i>Treasurer</i> Mary Ellen Graves – <i>Member-at-Large</i> Gail Lepage - <i>Member-at-Large</i> Karen Emmons - <i>Volunteer</i> <i>Coordinator (A)</i>	Kelsey Plourde , <i>Teacher Representative</i> Becky Ruel, <i>Principal</i> Kate Mignone, <i>Parent</i>
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Meeting called to order: 6:05pm

Monthly Reports:

<i>Topic / Owner</i>	<i>Discussion Points / Action Items</i>
President Report- Jen	<p>The meeting began with reviewing the day and time for the 2017-2018 PTO meetings. We will continue to utilize the 3rd Tuesday of the month at 6:00 pm in the KES library.</p> <p>The CMS Renewal Committee has approached the PTO to attend a meeting to discuss ongoing expansion plans. The meeting on January 16, 2018 was chosen for this presentation to occur. Jen will contact the committee.</p> <p>The Kindergarten Playdate to be held on Wednesday, 8/23/17 from 5:30-6:30pm will be hosted by Sarah Wiggin. This playdate has been organized and no assistance is needed.</p> <p>A donation to the End 68 hours of Hunger organization in memory of Mike Morgan was discussed. Jen made a motion to donate \$75. All were in favor. In addition, a food drive will be organized for Curriculum Night asking people to donate a canned item and/or</p>



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gently used backpack for this same effort. Curriculum Night is scheduled for Thursday, 9/7/17 at 6pm.

The Ice Cream Social will be held on 8/30/17 from 6-7 pm. Kelsey Plourde will be organizing. Taylor Forrence was able to obtain the same ice cream donation as last year. This event is on track.

The Curriculum Night presentation was discussed. Kelsey is planning to complete the slideshow as discussed in the spring. There is a plan to hold volunteer sign ups for PTO events after the video presentation is complete. Also discussed was having the presentation play on a loop on the TV screen located by the main office. Kelsey and Becky will look into this possibility.

Discussion of the Annual Appeal letter resulted in some revisions in language and expansion of choices for donation. Jen will revise the letter and re-submit for approval. It was also decided to not send this letter to preschool families as it had been suggested previously.

The Fall Teacher Raffle is in progress with Kelsey's organization. It has been decided that it will be introduced to the Teachers on Thursday, 8/24/17. It will be unveiled to the KES community at Curriculum Night. The Bookfair will be organized by Gail and Sheila with the cases of books being dropped off on Monday, 11/20/17 and picked up on Friday, 12/1/17. Dates and times of the actual book fair will be decided and organized at their discretion.

Further use of the concession stands was discussed by Gail. More information will be available after she has an opportunity to talk with Dan Sweet and/or a town selectman regarding schedules and access.

The first "Kids Night Out" will be take place on Friday, 11/17/17 with Gail coordinating. We estimate the need for 6 adults to volunteer. Including pizza in this event will be discussed at the next meeting.



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	<p>A March Madness letter to the 5th grade families has been drafted by Jen asking that each family obtain 1 donation for the calendar. Taylor recommended attaching a copy of last year's calendar to the letter. The hope is that the families of the 5th grade can help expand the donor base and have a more vested interest in this fundraiser for their kids. It was discussed that these items, along with a list of current/past donor contacts, be sent out via email by Michelle to the families in November.</p> <p>Popcorn Fridays was discussed. Taylor is still willing to help out, but she would like to get others to learn how to pop and distribute this year. Sarah offered to learn and assist. A group of people volunteering on a rotating basis is needed to make this endeavor successful.</p> <p>Taylor will manage extra BoxTops promotions as well as Amazon Smile. She will try to keep the community informed and remind them to contribute to our cause.</p>
VP Report- Sheila	No updates at this time.
Principal Report- Becky	The application for the Blue Ribbon Award has been submitted. Details to follow.
Secretary Report- Sarah	All business is on track.
Treasurer Report- Taylor	2017-2018 Budget has been created in Google Drive and will be the official document to reference going forward.
Teacher Report- Kelsey	Thank you for our lunch to welcome us back today. It was wonderful.
Volunteer Update- Karen	N/A
Open Discussion-	Gail brought up wanting to promote a family dinner/chili cook-off contest sponsored by the PTO. Becky mentioned it might be good to



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	attach something like that to the Family Reading Night or the Maggi Kilcoyne Bingo Night. This was tabled to discuss at a meeting later in the year.
Review Activities/Events- Board	Next event will be the Ice Cream Social on Wednesday, 8/30/17 from 6-7 pm in the KES Multi-purpose room. The teachers will be there to help serve and the PTO will have a table with volunteer sign-ups and small items for sale.

New Business: No new business was discussed.

Future Discussion:

1. Kid's night out - 1/19 & 3/23/18
2. Maggie Kilcoyne Bingo Night - 2/9/18
3. March Madness Calendar
4. Dodgeball tournament - late spring 2018
5. Follies - PTO act
6. Year end family movie night

2017-2018 PTO Accomplishments YTD:

Kindergarten Playdate

KES Ice Cream Social

Curriculum Night Presentation

Meeting adjourned: 7:54pm

Next Meeting Date: Tuesday September 19, 2017 at 6:00 pm

(Regular meetings are held on the third Tuesday of the month from 6:00pm to 7:00pm in the KES school library.)

Respectfully submitted,

Sarah Wiggin, Secretary