

Shawsheen/West PAC Meeting – December 10, 2018

West Library, 9:30 am

Meeting Minutes

In attendance: 5 board members, 1 parent, 1 principal

Meeting called to order: @ 9:44 am

Adoption of Agenda: Tara/Liz

Approval of Minutes from November meeting: NA

Officers Reports

President: Tami McElligott - none

Vice President: Tara DeFilippo - none

Treasurer: Julie Barrett (not present)– per balance sheet: Winter Festival and Pie Fundraiser made less \$ compared to last year*; clarify \$849 expense (Winterfest); Dec 2017 = \$15000 vs. Dec 2018 =\$12000 - Are more fundraisers needed to make up difference?

Publicity: Liz Hughes – to design a new, more user friendly PAC website

Co-Secretaries: Lisa D’Anna/Samantha Hagan – none

Ongoing Business

1. **Open committee positions:** ongoing
 - a. Ice Cream Social – need to confirm date (? Thurs April 11); baskets (Lisa), donations (Samantha)
 - b. Staff Appreciation Luncheon
2. **Technology**
 - a. Mrs. King: may look into purchasing a Cricket in the future
 - b. Mr. Shaw: (not present)
3. **Winter Festival:** \$1,847 total*
4. **Fall Apparel Sale:** Heather – delivery before winter break
 - a. more online and FOT sales this year
 - b. ? RWB hats next year; issue with wildcat image
5. **Fall Pie Fundraiser:** \$2,800 total*
6. **School Store Revamp:** Jodi Vitale has met with Michelle; ? if anything has been ordered
7. **5TH Grade Yearbook/party:** Tara, Tami
 - a. Connolly Printing will charge \$577 for full color, combo would be more
 - b. Need to confirm with Mr. Shaw regarding color, black and white or combo
 - c. \$577 would be charge for future yearbooks per Connolly
 - d. Set party date after new year
 - e. \$250 photo booth – monitor props/booth
8. **Trivia Night:** Tami, Jenn B, Jen M – Friday 3/15 or 22, waiting for hall to confirm
 - a. Carly L to follow up with hall contact
 - b. DJ needs to know
 - c. Tara to get sponsors (? with Sharon)

- d. Post on community board page
- 9. Penny Challenge: Tara, Samantha
 - a. January (monitor progress to determine end date)
 - b. Rename "Coin Challenge"
 - c. Samantha made jugs: measuring cup for West, Pig for Shawsheen
 - d. Bag and flyer to go home after the new year
 - e. Goal and reward: TBD
- 10. First Aid Kit for PAC functions/Ms.Hendee: Tami to complete
- 11. 99 Restaurant Fundraiser: Julie
 - a. Tentatively 1/23
 - b. M/T only avail in February
 - c. 15% back to school

New Business

- 1. March Madness Fundraiser: Carly L
 - a. Mrs. Livermore is on board
 - b. Preferably HS gym on a Friday night
 - c. hoops would have to be lowered for younger age groups
 - d. kids vs. kids/parents/staff or community?
 - e. limit number of participants (? #)
 - f. ? custodial expenses/volunteers
 - g. Mrs. King to poll staff interest in participating
 - h. Connolly printing would make tshirts

Open Discussion:

- 1. Mrs. King would like to use extra fundraising money over time for future "school improvements", ie new curtains for Shawsheen stage (\$3,000)
- 2. Chunky's – February vaca and May for 1 week. Did well last year (\$700+)
- 3. Will not do Read-a-thon this school year
- 4. Purchase movie license? (Shawsheen)

Meeting adjourned @11:07 am

Next meeting: Monday January 14th, 6:30 pm Shawsheen Cafetorium