

Beechwood Knoll Elementary PTO April 2022 General Meeting Minutes

Date, Time, Location: Monday, April 4th, 2022 Virtual Zoom Meeting

Meeting called to order by: Co-Chair Kristin Campbell at 6:34 pm

Secretary's report: Given by Erin Geoghegan, Secretary. Motion to approve February meeting minutes. Motion approved.

Principal's Report: Given by Acting Principal Marisa Forrester (MF)

- Report cards sent home and available on ASPEN. Can call office or email Kathy Hughes, new secretary, if need assistance getting onto ASPEN.
- Parent Teachers conferences on Wednesday, April 6th. If meeting time was scheduled between 1pm and 2pm, it is an in-person conference. If meeting time was scheduled between 5-6:30pm, the meeting is virtual. Three translators will be available to assist.
- Bake Sale benefiting World Central Kitchen will be held during in-person report card conferences.
- Extended Day programs ending as of April vacation.
- Student Council, BOKS, Robotics and Yearbook will continue after April vacation.
- School Messenger is being used more and more. Parents receive school messenger communications in the language that is associated with their ASPEN account. If language needs to be updated, contact School office for that change.
- Language Line being used by Quincy Public Schools. Allows faculty to call the line, explain the translation need, parents are then called and translator provides translation during the phone call between faculty and parent(s).
- Grade 5 Planning Meeting held on Monday, April 4th prior to PTO Meeting. MF asked if welcome sign could be used again outside entrance of school. Last year's 5th grade class enjoyed that, took pictures by it. Wanted to offer that again for this year's 5th graders.
- Kristin Campbell (KC) suggested vendor for outdoor sign for 5th Graders, similar to what was used last year. Corey Shiner suggested renting sign this year and plan to purchase sign in September for subsequent years. Motion for sign rental approved.
- Upcoming Field Trips:
 - Grade 2 (Holly Hill Farms)
 - Grade 3 (Plimoth Plantation being planned)
 - Grade 4 (Gillette being planned)
 - Grade 5 (Boda Borg)
 - Quincy public School not charging for buses for field trips.
- Larry's Lap Fun Run event & Pizza Lunch coming up. Milk and juice being provided by BKS.
- MCAS testing starts on Thursday, April 7th
- If child is sick on testing day, call the office so that MCAS make-up can be scheduled.
- Kaitlyn Guimareas asked about parking situation and safety of pedestrians. MF responded that a study of every school will be conducted. MF will be working with Public Safety to put together an updated parking and drop-off/pick-up protocol.

Treasurer's Report: Given by Co-Treasurer Justine Corte (JS)

- JS advised that currently there is a balance of \$5,904.93.
- KC asked if Penguin Pizza fundraiser profits have been added to the balance figure. JC confirmed that \$600 was raised through this fundraiser and this has been added to the balance.
- Justine Corte advised that the Fun Run will be the primary fundraiser for the year. Goal is to raise \$15,000 from the Fun Run. Sponsorships will be central to reaching this goal.
- Justine Corte's father is assisting with soliciting business sponsorships for Fun Run. Just today, he secured two Gold sponsorships (suggested donation starts at \$250).
- Name of the fun run, "Larry's Laps" was created by the students. The BKS Lobster is known as Larry and Fun Run named after him. Kids are getting engaged and excited about the Fun Run event.
- Question from a parent about when funds are available from Fun Run, to ensure money is available for graduating 5th graders and their events. KC reviewed Fun Run agreement documents and stated that money goes to BKS first.
- MF discussed sending communications about Fun Run via School Messenger.
- Grace Young-Jae asked if deposits from AmazonSmiles and Scholastic have come through. Scholastic deposits are reflected in the current PTO balance. AmazonSmiles deposited funds on 3/3/2022 and it was in the amount of \$43.22

President's Report: Given by Co-President Kristin Campbell (KC)

- KC discussed Fun Run. Company has conducted research and anticipates BKS will raise between \$15,000 and \$20,000 during event. Fun run will take place on 5/5/2022. They send reminder emails of next steps. Registration date is 4/12/2022. Incentives for the kids are included. April 19th is when donating opens to families and friends via online link.
- April 26th is official kick-off day for Fun Run.
- Boosterthon (company managing Fun Run) staff will be coming to BKS on April 27th for two hours in the morning to assist with distributing incentives. Need two parents to volunteer to assist the company representatives. Grace Young-Jae volunteered for 1 hour. KC will send out communication asking for other volunteers.
- Incentives that have been discussed: Top earning home room wins an ice cream social. Top earning student wins a gift card.
- A couple of parents may be needed on the day of the Fun Run to help organizing the event. KC proposed two parents volunteer on the morning of the Fun Run for 2 hours.
- KC volunteered to assist in the afternoon of April 26th to prepare for the next morning, when Boosterthon staff will be at the school distributing prizes to students. Suggested other parents could volunteer in afternoons, if that is better for some.
- Corey Shiner inquired about how long it takes for a CORI to be processed. Will there be enough time to process CORIs for potential volunteers? MF offered to check files if anyone is unsure if their CORIs and fingerprinting are on file.
- MF will translate Fun Run communications from Boosterthon.
- Next event coming up is Red Sox Game. One hundred thirty four (134) tickets sold as of today's date. Thirty six (36) tickets still available. Sales will remain open until April 11th. Kids will be able to walk on the field, run the bases.
- KC asking if anyone has any fundraising ideas to send to PTO. One fundraising idea that was mentioned recently was Scrub-A-Dub Car wash. Corey Shiner researched this. It is

50% proceeds. She spoke with Jen at Scrub-A-Dub and was informed that physical tickets/coupons are an option. The coupons cost \$10 and includes an express wash. Scrub-A-Dub has an online platform for this fundraising option, but physical coupons are simpler to manage. Any unsold coupons must be returned to Scrub-a-Dub. No upfront cost to commit to this fundraiser. Idea is to sell coupons during before school (drop-off) and during after school (pick-up) times at a table outside of BKS. KC will discuss the online platform with Corey Shiner. No overhead associated with this fundraising option, so was agreed upon during meeting.

- Grace Young-Jae discussed Multicultural Festival on May 5th from 6pm to 8pm at Veterans Memorial Stadium. Is being offered through a collaboration between Quincy Public Schools and Citywide PTO. Music, food trucks, performances, arts & crafts, kids activities. Passports for kids to get stickers/stamps at food trucks. When they've obtained all stamps, they will be entered into a raffle. Is asking for volunteers to assist with Kindness Rocks project to paint rocks at the Beechwood Knoll table at the event. Grace requested funds for paint supplies needed for this project and rocks, which can be purchased in bulk at Home Depot. Grace requested at least \$50 to purchase rocks, paint and brushes to support this event. Any extras/leftovers will be retained for next year's event. Mentioned that a cook book is being compiled of family recipes. If anyone would like to include their family recipe, scan QR code and follow instructions to participate. Corey Shiner suggested seeking donations from families for rocks and paint supplies.
- Grace discussed TerraCycle recycling programs. Entenmann's Little Bites wrappers, Swiffer pads, Late July chip bags, Bimbo bakeries bread bags, BIC stationary (not exclusive to BIC pens and writing instruments. Will accept other brand writing instruments) and Colgate (will accept all brands, not just Colgate).
- KC asked faculty to log-off so PTO could discuss Teacher's Appreciation Week (May 2nd through 6th). Asked MF to stay on to discuss. Last year, PTO sent lunch one day to teachers and another day, PTO sent coffee, pastries and coffee to teachers. Last year, teacher appreciation notes were sent to teachers and response from teachers was very positive. KC suggested repeating that for this year. MF suggested having Food Truck visit the school again for the teachers' lunch.

City-wide PTO Report: Given by City-wide Representative Katelyn Guimaraes (KG)

- Last meeting consisted of all schools discussing what they were doing. BKS is on pace with other Elementary Schools based on reports provided by other school representatives.
- Parent Academy tomorrow night, April 5th at 6pm is about helping teenagers making healthy choices.

Meeting Adjourned: 8:00 pm

Meeting notes compiled by: Erin Geoghegan, PTO secretary

Next PTO Meeting: Monday, June 6th. This conflicts with NQHS graduation. KC asked MF if we should switch date to Monday, May 16th. Changed next PTO meeting to May 16th.