

LINCOLN SCHOOL PTO MEETING

September 15, 2009

Meeting: The meeting came to order at 7:11 p.m.

Welcome: President Conti welcomed all the new faces and thanked everyone for attending.

Principal Conway: Principal Conway welcomed the new faces as well and said that the year was off to a busy start. The kids are doing well and it is going to be a busy year. Principal Conway thanked Mr. Moss for helping him with the map out in the back playground. Horce Mann Financial Services Company came into the school. They have donated two bikes as raffle items for attendance. One bike, along with a helmet, will be for the first part of the school year, September to December for perfect attendance, and the second bike, along with a helmet, will be for the second part of the school year, January to June for perfect attendance. Principal Conway reminded the group that approximately 1/3 of the school is low-income. Principal Conway thanked the PTO and the families for all of their help and that Lincoln is a great neighborhood school.

Reports from President Conti:

President Conti introduced herself and asked others to go around and introduce themselves as well. President Conti told the group that the By-Laws and Guidelines were available on the web site and that her binder is with her at every meeting. President Conti explained that the newsletter goes out every other week and that any news needs to be to her no later than Wednesday. The newsletter will also be available on line. President Conti explained that every grade will run an event this year. Any flyers that are going to be sent out need to be approved by Principal Conway.

City Wide PTO Update: Bonnie Kelly represents the PTO and attends the City Wide PTO meetings which are held monthly. The first meeting was just informational. Superintendent Casey mentioned that flu shots will be available at the Middle School for \$10 a shot in October. Also, the new law regarding No Idling in School Zones was discussed. Police will be patrolling the schools and reinforcing this issue. The School Committee provided some money for hand sanitizer, four bottles each. All elementary schools are participating in the ink cartridge recycling.

School Committee Update: Margaret Driscoll, a former parent and PTO member of the Lincoln School, is a member of the School Committee. Every month, Ms. Driscoll sends, via e-mail, the minutes from the meeting twice a month. The minutes are Ms. Driscoll's own and are very informative. If you would like to be added to the email list, please let Annalise know.

Committee Events: The Victorian Fair was a success. The pie toss was a great hit, as always. The fifth graders ran the dart booth and raffles. The event went well and was enjoyed by all.

Lincoln Link: Pat Strehan is writing the Lincoln Link. All forms must be completed and returned every year. So far, the forms have begun to come in.

Guest Speaker – Jackie Lavender Bird, Melrose Alliance Against Violence: This year will be the 14th annual walk and vigil. It will be held on Sunday, October 25, 2009 at 4 p.m. The walk begins and ends at the Middle School. It will be a candlelight vigil in honor of the 17 people killed in the State of Massachusetts last year due to domestic violence. The Lincoln School always has a team with usually 25-36 participants. The team is named the Lucky Lions. Last year, the walk raised about \$21,000-22,000. This year, the goal is to

reach \$30,000. Melrose Alliance Against Violence created education programs in the city and teaches prevention programs. Tomorrow night there will be an ice cream social meeting for all team captains at the Oak Grove Village Clubhouse with a presentation. In previous years, the Lincoln School has been the only elementary school that participates in the walk. President Conti addressed the group telling them that dentists are mandated reporters of abuse and are partners in the fight against violence. President Conti contacted all of the dentists in Melrose. To date five have contributed. One dentist made a donation of \$500. Ms. Bird thanked the PTO for letting her come and talk about the upcoming event.

Minutes—June 16, 2009: The June 16, 2009 minutes had been passed around and reviewed. Bonnie Kelly motioned to approve the June 16, 2009 minutes, seconded by Principal Conway, voted unanimously.

Membership: Bonnie Kelly turned membership dues into Principal Conway. President Conti sent out a reminder to all about PTO dues.

Ways & Means: Genevieve's brochures will be going out later in the week. The school will make 50% of the total sales. All year long, you can go to the website and order and enter the school's code. This year, anyone who sells over \$75 in sales will have their name entered in a drawing to win a bike.

Merchandise: Kristin Haggerty was present to talk about merchandise but had another fundraiser idea. For example, the Horce Mann had a wine and beer tasting at the Beebe Estate. This type of event is usually successful. Kristin was thinking about doing this on a smaller level and have it at the Beebe Estate which is very affordable (maybe \$150) to rent for the evening. There can be raffles as well. It would be a great way to kick off the holidays. Kristin spoke with Beacon Hill Wine & Gourmet which are moving to Melrose in the next couple of weeks on the corner of Essex Street and Main Street. They don't charge for wine tasting. By having a new local store participate, would give them some publicity and promote shopping local. The Horace Mann PTO had food donated and saved money that way. Kristin is going to look into the possibility of doing this event some time in November. It was agreed upon that Kristin would look further into this matter and that the school merchandise will be a spring event. For the merchandise in the spring, the school will promote to sell – golf shirts, beach towels, umbrellas, totes, etc.

Box Tops: Jodi Texeira is in charge of Box Tops, Campbell's Labels, etc. Hood dropped the cap program. Jodi is waiting for a list that includes V8, Petiridge Farm and Sunny-D. She will send out a notice about participating products.

Teacher Update – Mrs. Mahoney & Miss Lessard: The school year is off to a great start and everyone is well-supplied. Principal Conway thanked the PTO for the teacher stipends and for class room supplies. The teachers thanked all of the parents whom also donated supplies. The September school store also had a great number of school supplies available for purchase at a low cost.

Budget: Lincoln School is now a 501(c)3 non-profit and the PTO has to give a report to the Treasurer of Melrose PTO Inc. each month. Each PTO in the city is held accountable for every dollar brought in and every dollar spent. As we have done in the past – if you need to be reimbursed for a specific PTO event/expense, you must fill out the PTO check request form located in the school office. Attach a copy of your receipts and give it to the secretary and she will place it in the treasurer's mailbox.

A new mom at the Lincoln School would like to do a Zumba fundraiser. The event is being looked into. It would possibly be \$20 a person to attend this exercise fundraiser.

Also, if the school could get someone to take on the play, that event has the potential to make approximately a \$2,000 net profit.

The budget income was low balled due to the recent financial crisis. We have potential to raise more money than posted, but we want to present a reasonable and realistic budget to all members of the PTO (Lincoln community).

The proposed budget will go out on Friday and will be out for 30 days. At the next meeting, the PTO would vote to approve the budget. Principal Conway is helping President Conti with the budget. President Conti discussed briefly some numbers – add increased income to Family Reading Night, add the beer and wine tasting with projected income, the stipends will be corrected by Principal Conway, etc. The money that is taken in during the spring is money that is spent in the fall. There is money in reserve accounts, approximately \$30,000 to 40,000. It is good to have money in reserves, but some should be spent and the rest should be earmarked. The reserve accounts will help us offset the spending budget, which at present exceeds the projected income for the year. Bonnie Kelly motioned to post the 2009-2010 proposed budget. Pam Lieberman seconded the motion, voted unanimously. The proposed budget will be sent out to all families on Friday.

Enrichment: Stephanie Catalini gave an update on some of the enrichment programs that will be happening at the school this year. On September 30, 2009, an actress will be here to perform the role of Helen Keller and Gabrielle Mistral, founder of UNICEF. There will be a school-wide music performance in December, and a dance or theater production in the spring. Also the classrooms will have their own special events.

Kindergarten: Drumlin Farms;

1st Grade: Bug Works;

2nd Grade: A storyteller;

3rd Grade: Paul Revere;

4th Grade: A meteorologist; and

5th Grade: A parent named James Leckler who is a song writer will perform.

Wall Mounted Message Center: For the past couple of years, the school has been thinking about purchasing some type of wall mounted or free standing message board. President Conti presented a proposed wall mounted message center that Mr. Conway found. It is 24 inches long by 7 ½ inches for \$308. The message center would be hung at the back door to the right of the door so that parents may view it in the morning and at pick-up. The message center would hold notices and information. It is weather safe and vandalism safe. Principal Conway would have the key.

Fall Festival: Save the date! The Fall Festival is going to be on Friday, October 23, 2009. Heather will get some information to President Conti to get a piece in the newsletter.

Open Forum: Meredith Beauchesne mentioned to Principal Conway that the chain that was dug underground to protect Courtney's bench, is not underground any more. It is believed that possibly the landscaping company, GTA, did it by accident. Principal Conway is going to call the School Department and try to get the chain dug back underground.

Adjourn: The meeting adjourned at 8:50 p.m

Respectfully Submitted,

Meredith L. Beauchesne, Secretary

