

Meeting Minutes - APPROVED

7:30 p.m. – November 14, 2018

Doyon School Library

Open to entire Doyon Community

Attendees: Sue Rogé, Jon Cormier, Nicole LaRoche, Melissa Lees, Sheila Halloran, Cheryl Hill, Kerrin Nixon, Rachel Lheureux, Yadira Ibarra, Kathy Simms, Tammy Kayata, DeeDee Bates

Time	Item	Owner
7:48 p.m.	<u>Welcome & Introduction</u> -Sue welcomes; Melissa hands out meeting minutes and agenda	Sue Rogé
7:49 p.m.	<u>Approval of October 17, 2018 Meeting Minutes</u> -Melissa makes motion to approve minutes, Jon seconds -APPROVED-	Melissa Lees
7:50 p.m.	<u>Treasurer's Report</u> -Nikki shares Profit & Loss sheet w/breakdown; Kerrin asks for dates re Privateer checks; Nikki found recess bin w/lock, will order it (cost approved at 10/18 meeting)	Nikki LaRoche
7:55 p.m.	<u>Principal's Report</u> -Thanks guests for attending safety meeting, would like to possibly come up with a safety survey re concerns, fire drills, suggestions, etc.; discusses today's 'surprise' fire drill, thought it went really well, lots of dialog; parent asks is there enough training, each day that passes is a threat, every step is an improvement (re shooters, blocking exits, etc.); Sheila says it's her goal to keep heading in the right direction; Ms. Hill asks how long it takes to get everyone out, Sheila says it's always under goal (goal set by fire department); Sue asks how Pencil Box went last week, Sheila said it went well, both 4th and 5th graders are helping with it	Mrs. Halloran
8:02 p.m.	<u>Teacher/Staff Fund Requests</u>	Sue Rogé
8:02 p.m.	Request from Jennifer Vickery (grade 3, room 301) for \$287.50 – postage stamps for holiday cards, grades K-5 participate (making and sending holiday cards to Ipswich senior citizens- Doyon tradition for over 25 years); Sue will purchase -Sue makes motion to approve postage stamps request, Jon seconds -APPROVED-	
8:05 p.m.	<u>Old Business</u>	
8:05 p.m.	<u>Playground Mulch – recap</u> About 50 people volunteered, great turnout; in spring we'll get a small delivery to cover the pre-k area; total cost was \$3,611.44; Four Square and map were re-painted, ran out of paint twice (approximately \$4,000 total cost); Sheila says they can bring the rest of the mulch now, would be cheaper now as opposed to in the spring; Sue suggests getting it ordered/delivered sooner rather than later; Rachel says that it's an expensive delivery fee due to a smaller amount (Mass Mulch); \$758 including tax, for additional 17 yards, doesn't think we need 17 yards to cover the pre-k area; Rachel will reach out to Northeast Nursery (will see how much to deliver); Sue ask Rachel if her husband can measure the pre-k area to confirm how much we need - Rachel says yes and she'll work on it; Sue would like to add hopscotch in the spring to the two back walkways	Rachel Lheureux

- 8:15 p.m.** **Monster Mash – recap** **Melissa Lees**
Thought it went really well, team effort; Rachel, volunteers, school staff, students- all were vital in the event's success; only suggestion would be to not have the Mobile Mart an hour before the Monster Mash (people arrived for event an hour early and nothing was set up); Sheila mentions The Open Door Mobile Mart- anyone can go to Winthrop (they do it every Thursday); Sheila says due to safety reasons, no lollipops next year
- 8:20 p.m.** **Box Tops Collection – recap** **Kerrin Nixon**
Kerrin said it went really well, the sheets made the counting a lot easier (50 box tops per sheet); handed out big ziploc bags, makes it easy to collect and separate per class; Ms. Hill said she liked having the gift bag on the back of her door, kids would put them in (kids bring them in all the time), Kerrin said she'll talk to Sarah and will figure it out and get them to teachers in January
- 8:25 p.m.** **New Business**
Online School Store – Spirit Wear **Kathy Simms/Erin Lane**
- 8:25 p.m.** Kathy hopes they made a good selection, we have six orders for 17 items; items are available in kids sizes and adult sizes, working on getting samples so people can check them out beforehand; Tammy suggests selling them at soccer games, Sue mentions that sometimes the teams bring their own, Kathy says it's tough to predict what sizes and items to bring; Sheila suggests hanging them in the windows at school; Sheila asks about delivery on December 18th and if there will be help with distributing orders, Kathy says orders are sorted by teacher name/class (white bags, not see-through in case any are gifts)- Kathy says the retailer can send an email after December 3rd, Sue suggests sending email that indicates that items are going home in students backpacks (on the 18th), 'if you wish to pick it up yourself, contact Doyon directly to make proper arrangements'; Nikki and Tammy suggest adding women's and girl's designs/cuts, etc. to the store; Ms. Hill suggests leaving it the way it is (keep it simple/uniform)
- 8:30 p.m.** **Open Committee/Event Coordinators** **All leads welcome to speak**
- 8:30 p.m.** Yadira says that she and Peter Breeze met with Nicole from Winthrop re 'green team,' received a lot of information, we should form a team (only Yadira and Peter currently on the team)- Winthrop works a lot with the SLT students (they help the green team), students work along with high school and middle school students (joint events)- classroom composting, marker recycling, working with the cafeteria and farms in the area, they have a school garden, builds education and awareness (meet once a month w/students and make plans throughout the year), there are so many opportunities we could be doing (Project Soar- organization in town help and provide funds for opportunities that families can't afford- karate, dance, etc.); Sheila says Project Soar started out to be helping needy families in the community, grant should be split between two schools- our schools have different needs (Winthrop is a walking community, Doyon isn't); Sheila suggests meeting w/her and Peter to discuss DEEP high school student involvement/ opportunities; Sheila mentions that the students do a good job at recycling in the cafeteria each day; Yadira mentions that they want to see the same level of involvement district-wide (all schools on the same page, same involvement); Sheila says we'll hear back from Abby and will take it from there
- 8:45 p.m.** Sue says that Kelli Coviello will be taking over webmaster (website duties), Sue will provide her with information
- 8:47 p.m.** Sue mentions that Heather Leonard took over the hallway bulletin board, it looks amazing
- 8:50 p.m.** Sue and Kerrin discuss dine-out events (Flatbread and Pomodori)- suggests splitting the Pomodori event between the two schools and making it a joint event, Kerrin said she can reach out to see what dates were available; suggests having it coincide with school event like last time (people were getting takeout anyway); Sue mentions that Ipswich Clambake reached out to offer 15% but perhaps run that in the spring when the weather is nice and people feel like eating that type of food, Kerrin mentions Cape Ann Brewery (it's kid-friendly); Kathy mentions True North (Kathy says they did an event for Talia; local brewery)

8:55 p.m. Sheila asks Rachel to circle back regarding enrichment amounts per grade (December meeting is more of a social meeting @True North), wants to discuss where the rest of the funds are going for January to school year end, if there's enough savings; Sue mentions that one more funds request came in this evening- \$879 for a cello rack (will be used this year and future years), request made by music teacher Mrs. Scarano, would like it purchased by January 2019. Rachel asks how much 'A Boy Called Bat' cost, Sue says \$1200 (school-wide event); Rachel says we have money left over from it, suggests purchasing cello with leftover funds (students from this year and future years would benefit from it- keeps the instruments safe, accommodates up to six cellos); Sue will reach out to the music teacher to discuss and then report back during our December meeting with findings and put it to a vote.

9:10 p.m. Kathy asks who to talk to about bird seed funds request, Sue suggests finding out how much is needed and we'll send an email to approve it; Sheila says they're going to have a meeting to discuss funds for upkeep of garden beds, who's responsible for the upkeep, etc. Jon mentions perhaps approving funds for upkeep cost for this school year for restoration/maintenance. Everyone agrees that's a good idea.
-Sue makes motion to approve up to \$300 in connection with school garden restoration (w/possible future increase), Rachel seconds
-APPROVED-

9:15 p.m. **Adjournment** **Sue Rogé**
Sue makes motion to adjourn meeting, Nikki seconds
-APPROVED-