

Meeting Minutes - APPROVED

7:00 PM - April 11, 2018

Doyon School Library

Attendees: Sue Rogé, Melissa Lees, Kerrin Nixon, Rachel L'Heureux, Justin Power, Nicole Mazer; Susan Pavliscak (Altieri); Cheryl Hill; Yadira Ibarra; Nicole LaRoche; Sheila Halloran

7:14 PM Welcome & Introduction – Sue Rogé

7:15 PM Approval of March 14, 2018 Meeting Minutes – Melissa Lees

- everyone seconds, approved/all in favor

7:20 PM Treasurer's Report – Nikki Laroche

-Nikki passes out Profit & Loss (March through April)

-Recess bins arriving tomorrow (4/12/18); Nikki to rope in Sheila

-Nikki to find out if Cape Ann Symphony was a separate request (it was a teacher's request, not part of usual enrichment budget- Sue asks to find out); Sheila says most expensive enrichment cost is the busing; looking into lowering the cost of busing (overall budget; rates are going up next year, just the reality- Sheila McAdams, from Winthrop)

-Cheryl asks "is FRIES going to continue to pay for scholastic magazines, getting close to renewal; Sheila says we've been doing it for the past three years, could get a ballpark figure- Cheryl says possibly \$6-\$7 per child, might be more next year); Cheryl says we get two magazines a month, a grade-appropriate book; Sue says that we can prepare to vote next meeting on the topic (needs a little time to look into, needs to know cost involved- Cheryl says there is a discount if we reorder them before June)

7:30 PM Side topic: Kerrin asks if there is a 5th grade year-end activity (moving on activity; a Winthrop parent mentioned it, is Doyon doing one?); Sue thought FRIES wasn't involved with this (*segway into Principal's Report*)

7:30 PM Principal's Report – Sheila Halloran

-(re 5th grade year moving-up event): Sheila says the parents form a committee and decide what to do with the \$500 budget (parents have shown interest/ involvement); Amy Digby told Sheila that she's got a few people interested, will gather the week after vacation- Amy will send out a blast; Sheila says it's a mixer with Winthrop (different activities, kids get to familiarize themselves with each other before moving on to middle school); Sheila says there is a moving-up t-shirt for the kids to sign the back of; there is a luncheon for the kids (pizza, hot dogs, etc.); Kerrin asks that when it comes to donations, is it Brian Blake who decides it? Sue says sometimes it goes through FRIES

7:40 PM Old Business

Casino Night – Sue Rogé

-was a success, over 50 volunteers; ticket sales were down compared to previous years (affected silent auctions); sports and travel ticket sales were up; Nikki confirms that check has not been received yet; Sue confirms all auction items have been delivered, nothing lingering; running advertisement in the Chronicle tomorrow thanking all the sponsors/businesses (cost for advertisement: \$300); Sue suggests maybe online auctions in the future (no attendance needed; Nicole says St. John's gala is all done online- all in agreement that this is worth looking into for next Casino Night); the casino/gambling portion wasn't as a big part of success of the evening, might want to re-think the theme, the tables weren't busy (Rachel and Nicole mention a 'roaring 20's party for 2020, costumes, DJ, at the Castle, etc.)

7:55 PM Flatbread Co. Fundraiser – Kerrin Nixon

-Made \$416.50, will be picking up the check; maybe have it again in the fall, very kid-friendly and fun (the owners said it was a success and to please come back)

Mabel's Labels – Sue Rogé

-we've made \$86.00; Sue will provide mini-flyers to help get the word out/put in kid's jackets during the clothing sale event (4/12), need to reiterate to families that it's an ongoing event (Nicole says that some parents have mentioned that they thought it was over)

Side topic: Sheila confirms to Justin that the shed at the high school has been claimed

8:05 PM Holiday Fair – Susan Pavliscak (Altieri)

-based on a school in Swampscott, basically a fancy holiday-themed yard sale to get gifts for family members (hands out informational sheet); suggested during school hours, handing out vouchers (parents would purchase the tickets to give to the kids to shop with; each item worth between \$1-\$3); find volunteers to donate items (would need to figure out price points); sending out an informational flyer early (maybe September) to get the word out (Susan offers to be the point of contact, will house the items at her home; agreed that food items might not be the best idea- allergies, perishable, etc.); mentioned that each student gets a ticket (that way no one is left out); **8:15 PM: Sue suggests taking a vote, motion to have holiday student fair - Rachel seconds, all in favor**

Side topic: Nicole mentions book swap from previous years- worth looking into again? Sue thinks it would be a fun fall event

8:15 PM Online School Store – Nikki Laroche

-Items suggested to sell include phone pop sockets/tiger paw, umbrellas, beach towels, athletic shorts, drawstring bags, keychains (pouch), sports bottles, t-shirts, sweatshirts (there are minimum purchase required for items- Nikki will find out; Sue asks her to inquire if we can place additional small orders if we max out what we've purchased- Sheila suggests starting lowball and focusing on getting the word out); Cheryl asks what about a short-sleeve crewneck shirt that the teachers can wear to school, Nikki will look into (personalized with 'Doyon'); the store can be open the week after vacation- Nikki needs pricing

suggestions/how much profit per item- suggests putting together a spreadsheet with price per item, and our suggested price on what we want to sell them for; Nikki will circulate a proposal, we'll all make a decision

8:30 PM Teacher/Staff Appreciation – Sue Rogé

-May 31st (date given by Amy Digby); luncheon/platters for teachers after school on Thursday; gift cards to be raffled off that parents donate); in the works- Rachel and Melissa to head this (Rachel has experience with event, Sue asks Rachel to provide Cheryl with the date so she can rope in the teachers); previous years invitations were sent out and they RSVP'd (which is also used as their raffle ticket)

8:35 PM Ice Cream Social – Sue Rogé

-June 15th (Amy confirmed date); Moira Kelly will be reaching out to Down River for a discount/cost or a donation; Nicole mentions that White Farm, Sheila confirms that they don't donate; Rachel mentions that she has a Restaurant Depot membership, can get it at cost- Sue will let Moira know; Sue says if we get a sponsor that possibly Melissa/Alycia could make a banner to advertise the event and sponsorship.

8:40 PM Doyon-a-thon – Sue Rogé

-June 15th (Amy confirmed date); Sue says we need a committee/volunteers

Side topic:

Sheila said the school committee is considering cancelling out the last two days of the school year (buses come into play, teacher's union, sports, etc.) and making Thursday a full day- will let us know what they agree to, should know shortly

**8:45 PM New Business – Sue Rogé
Teacher Funds Request**

-college age kids come to the school re sustainability/five times over the school year ('Change is Simple') - for 4th and 5th graders only, \$3,378.00 total cost (New England Biolabs pays for half, normally costs \$6,756.00)

Side topic:

Sue mentions that 4th and 5th graders seem to be getting a lot of funding, other classes might be overlooked?; Rachel says that each grade gets \$800.00 at the start of the year; some grades go over, some haven't even asked for enrichment yet; Sheila says it's a conversation we should have, the money won't last, it will be used for something - Sue suggested it should be divided up to grades that have been overlooked; Rachel says she's reached out multiple times, none of the teachers have been receptive (for some it's a massive undertaking; Sheila says busing comes into play; affordable suggestions needed); Rachel will contact 5th grade to see if they have any enrichments on the horizon; Sheila confirms that we'll revisit it and confirm it at the next meeting (gives us time to level out funds, think about the best course of action to take); **8:55 PM: Sue makes a motion to table 'Change is Simple' fund request until May FRIES meeting after all grades have submitted all upcoming enrichments, will revisit at next meeting, Nicole seconds the motion, all in favor**

9:00 PM Rachel says we need to purchase mulch (Rachel got a \$7,000.00 quote in the fall, thinks it will be less); it was a Casino Night year so we have the funds; Sheila confirms that Ed will measure how much it will be; choose a Saturday to have a 'mulch day' (Sheila is not available May 5th); **9:12 PM: Sue makes a motion to approve mulch purchase up to \$6k, if we need more we'll vote via email, Melissa seconds motion, all in favor**

Side topic: Sheila will ask Cheryl to reach out to teachers for update re upcoming school trips for the fall school year

9:15 PM Sustainable Education Update – Kerrin/Yadira

-mission to have a visual to commitment to sustainability up in the cafeteria by the end of the year- if teachers could do this by April 30th (suggestion box, Kindergartners sit down and discuss as a class; Kerrin & Co. would take that information and compile it); Sheila suggests a mini-assembly, asks Kerrin to write something up for her to provide to the teachers

-Kerrin mentions having a yard sale- \$20/spot (table; Sheila confirms that we have tables at the school to use- could do it outside, or inside at the gym or cafeteria if it rains; great way to recycle; rest can go to Savers, would need a truck/delivery); Nicole says that it's a great idea if you can get the word out, get people to commit to the event (Signup Genius); the fall would be a good time to do it, Sheila is all for it (doesn't think she needs a permit for it)

Side topic: Kerrin mentions having an event to beautify the property, plant flowers, etc., bring a picnic- suggested scheduling the same day as mulch day

9:25 PM Communications Update – Nicole Mazer

-we have a bulletin board outside the office, she's looking forward to decorating it. She will have a final FRIES newsletter that will be out in the middle of May

9:30 PM Sue Motions to Adjourn, Melissa seconds, all in favor - meeting adjourned.