

Doyon FRIES – January 10, 2018 Meeting Minutes

- Date: January 10, 2018
Location: Paul F. Doyon Memorial School – Library
Time: 7:00 PM
Attendees: Sue Roge, Jon Cormier, Nicole Laroche, Melissa Lees, Sheila Halloran (Principal), Cheryl Hill (kindergarten teacher), Rachel L'Heureux, Britt Garland, Kerrin Nixon, Justin Power, Nicole Mazer, Becky Skelley
- 7:05 p.m.:** **Welcome and Introduction** – Sue Roge
- 7:10 p.m.:** Approval of November 29, 2018 Meeting Minutes- Sue makes a motion, Nicole M. approves, all in favor
- 7:15 p.m.:** **Principal's Report** – Mrs. Halloran
- Ipswich School Building Committee meeting on Thursday, January 11, 2018 @ 7:00 p.m. at Town Hall to discuss interior/exterior of proposed school
 - Nurse Cole's retirement festivities went well; new nurse Mr. Krieger joined Doyon and has been meeting with the students and having involvement beyond nurse functions (visiting the classrooms, reading to the students); Mrs. Halloran says that so far he is a great fit, and was up against some very qualified candidates; partner teaches at the high school
- 7:30 p.m.:** **Treasurer's Report** – Nicole Laroche
- Currently learning QuickBooks; provided handout with breakdown of funds on hand/funds needed (needs to confirm that the numbers are accurate)
- 7:40 p.m.:** **Old Business**
- Online Store: \$121.82 profit (for a very short period of time, proved to be successful); suggested by Mrs. Hill and Nicole M. (and agreed by others) to have another online store in the spring (beach towels, items for summer camp, etc.); suggested tweaking of the logo on merchandise ("tiger head too large"); Nicole suggested a paw print
 - #RUDuffEnough was a big success at Doyon; huge support from the community; students enjoyed pajama day (great participation). Doyon community has also supported Cure CMTJ4 in the past through Shoe Lace sales and a portion of the 2017 Doyon-o-thon was donated to the cause.
 - Stamps for cards for senior citizens in Ipswich (long-standing tradition): \$372.40 requested (Mrs. Hill confirmed that total is for stamps used in December and February); Sue purchased and gave to Mrs. Vickery. Out of pocket expense will be reimbursed to Sue. (motion was approved during Executive Board Meeting on 11/29/17).
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- 7:45 p.m.:** **New Business**
- Teacher/Staff Funds requests:
 1. Request from Jill Hasselbacher for 4th and 5th graders to see the Cape Ann Symphony on February 2nd - total cost of field trip: \$1,047.00 (130 students @\$7.00 per student/\$910; 1 bus @\$137.00/2 hours to shuttle to/from PAC); FRIES has funded this request in the past, Executive Board agrees to fund this event

-Side discussion: could FRIES potentially run out of funds? Sue, Rachel and Britt were in agreement that funds earned from Doyon Devours Books and Casino Night will offset the cost

- Sue made a motion to approve this request. Jon seconds the motion. All in favor, fund request approved.

- Mrs. Hill asked if the teachers could receive emails of the minutes from FRIES to stay informed of upcoming news and events. Sue suggested we provide the minutes to Mrs. Hill and during any faculty meetings, Ms. Hill can relay important information from our meeting to everyone.
- Newsletter distribution - Nicole M. suggested hanging a bin in the front hallways of Doyon to put FRIES literature in (suction cup bin on the door or window). Nicole M. will look into her suggestion to see if she can find something that can be placed on the door/window.
- Mrs. Hill shared Doyon will be participating in 'Global School Play Day' on February 7th, and that the students have such a structured schedule, an open play day would be beneficial (it was mentioned that some teachers are all for it, and some might not be). FRIES involvement would be to simply promote this on facebook for the teachers. We will wait to promote until it's released in the Doyon News.
- S.T.E.A.M Night – The teachers and staff at Doyon will be holding a family STEAM night on January 30th from 6-8 PM. Families can show up anytime during that time frame to participate. FRIES will host a snack table (pretzels, fishies, pirate booty) for families. We will also have FRIES info for families to take (FRIES Newsletter, Casino Night Info, etc.). FRIES will help promote this event on facebook.

7:55 p.m.:

Fundraising

- Mabel's Labels fundraiser (suggested/presented by Kerrin Nixon): Mrs. Halloran was all for the idea, all attending meeting were also in favor, enthusiastic. Labels can be used on shoes, coats, gloves, water bottles, etc. They hold up great in dishwasher and washing machine. Kerrin had a sample pack that she passed around so we could look at it. Kerrin explained that this fundraiser can be kept open through the remainder of the year. They will provide a check every time we reach \$50. When we end the fundraiser, they will pay out whatever remains (can be less than \$50). When customers order, no shipping charges. They will provide us flyers (paper and electronic) that we can utilize to promote this fundraiser.
 - o Sue made a motion to approve the Mabel's Labels fundraiser. Jon seconds the motion. All in favor, fundraiser approved.
 - Sue will complete the online request to get the fundraiser open
- Pencil Box: Mrs. Hill mentioned that the kindergartners see all the items for sale during their lunch, and that maybe we could figure out a way for them to participate; Mrs. Halloran and some parents believe that it gives the students something to look forward to for 1st grade.
- Local restaurant fundraising nights (suggested/presented by Kerrin Nixon)*:
 1. Pomodori in Ipswich offers fundraising opportunities on Wednesdays (15% profit on dine-in, take-out or delivery, Pomodori supplies electronic flyers to be circulated, flyer must be present when paying for Doyon FRIES to receive the 15% from orders); Group agreed that this is a great option for a fundraiser. It's local, great food and take out option available.
 - a. Sue made a motion to approve the Pomodoris Fundraiser. Jon seconds the motion. All in favor, fundraiser approved.
 - i. Melissa will take the lead on this fundraiser.

2. Flatbread Company in Georgetown offers \$3.50 for each large flatbread and \$1.75 for each small flatbread purchased (dine-in or take-out); Nicole M. says it's a very family-friendly place; a 3x3 painted canvas banner is required for fundraiser (need to find out cost involved), Ms. Hill suggested someone sketch out the banner, and have students paint it. It was discussed that this would be a great family community event out.

a. Sue made a motion to approve the Flatbread Company fundraiser. Jon seconds the motion. All in favor, fundraiser approved.

i. Kerrin will take the lead on this fundraiser.

**Update on January 11th: Sue emailed the Executive Board with suggested dates: Pomodori – February 28th; Flatbread – April 3rd (date locked in); Executive Board all in favor via email*

- Doyon Devours Books/Literacy Week:

- Event will run from February 12-23 (covering February vacation week)
- Sue to get in touch with a local printer [Choice Graphics] who offers school discounts on printing booklets;
- Discussed potential ideas for event:
 1. "Name the Monster"
 2. "Dr. Seuss Day"
 3. "Drop Everything And Read"
 4. "Track the Time" (minutes read)
 5. Students dress up as characters/authors, hold up books

Discussion regarding revamping prizes (Mrs. Hill indicated that some of the younger students don't get an opportunity to win, some of the older students have a bit of an advantage, same students/classes always win; suggested potentially having Pencil Box as a prize as opposed to food-related prize, allergies to consider)

- Box Tops: deadline for Box Tops to be post-marked is March 1st; Kerrin mentioned that the bags are in bad shape, requested new bags/containers; Nicole M. suggested a bucket and offered to make them (lots of ideas on Pinterest); Mrs. Halloran offered to pick up bags at Christmas Tree Shops, everyone agreed that this would be great. Mrs. Halloran will then give them to 5th grade SLT to label. Student deadline will be February 15th for returning Box Tops to classroom teachers. This will give the volunteers enough time to count and bag them to be mailed in. Postmark date must be March 1st. Discussed changing the classroom prize (highest returned box tops) from food based to something else. Some classes have a lot of food based allergies and we want a prize to be something that all can enjoy.

o Kerrin will continue to take the lead on this. She will reach out if she needs help.

- Casino Night: Sue confirmed that event will be held on March 23rd at Turner Hill. Turner Hill is providing a great price of \$400 (50% less than previous Casino Night); Sue has reached out to Jen Donohue at Winthrop FRIES, suggests that FRIES members of both schools have a meeting so that there is no overlapping of tasks and responsibilities; executive board in agreement that there needs to be a meeting to strictly focus on discussing Casino Night

8:15 p.m.: **Enrichment Update**

- Rachel gave a great overview of Enrichment and what Doyon FRIES contributes funds to.
 - o Miranda Paul guest author – This was an all school event. We split the cost with Winthrop FRIES. Happened in Fall 2017, Nikki confirmed it has been paid.

- Each grade receives \$800 (decided during spring 2017 FRIES Meeting). Here's how funds currently have been used.
 - 1st Grade – provided funds for Bus Cost of Museum of Science field trip
 - 3rd Grade – provide funds to help off set student cost of IRWS field trip. IRWS comes to our school and they use the forest behind the school for the walking exploration field trip. They come 2-3 times during the school year.
- Rachel discussed how the other grades have used their allotted funds in the past. Rachel has been our Enrichment Chair for the past few years and all agreed that she had done a great job at this.

8:35 p.m.: Sue presents Britt Garland with flowers in appreciation of her contributions and dedication to FRIES

8:40 p.m.: Sue made a motion to adjourn. Jon seconds the motion. Meeting adjourned at 8:40 PM.

APPROVED