



WES/MAC PTO September 19th, 2023 Meeting Minutes

- Welcome –President, Jennifer McMahon
 - Jen kicked off the first meeting of the year and welcomed everyone and thanked them for coming
 - Jen explained why we started at 6 pm for the first meeting of the year, vs. the normal 6:30 pm start time; last year we had an overwhelming turnout and record number of attendees and the meeting took almost an hour longer than they normally do, so we wanted to get a jump start this year and start a little earlier
- Leadership Elections- October meeting
 - Jen announced open roles and asked if anyone was interested in those roles to please reach out for a nomination, open roles are WES/Mac PTO President and Vice President
 - We wanted to try and change it up a bit and have the elections at the October meeting instead of doing it at the end of the year like we have done in the past, that way the new President and Vice President can shadow the role for a full school calendar year
 - If folks need more time to think about it or have questions, we can wait until the Nov meeting as well!
- Current Board introduction:
 - Jennifer McMahon - President (last year, Daughter in 4th Grade and will be moving to middle school next year)
 - Stacy Silva Boutwell - Vice President - (first time missed a meeting, and last year, Daughter in 4th Grade and will be moving to middle school next year)
 - Kristen Ferreira - Treasurer (Son in 2nd Grade)
 - Caitlin Sampers (Son in 3rd Grade)/Amanda Viveiros (Son in 2nd Grade, Daughter in K) - Co-Secretaries
- School Updates: (moved to the end of the meeting, see notes there)
- First Announcement:
 - We will review the events and fundraisers, but we have been moving away from the traditional catalog fundraisers and doing more events, which means we will need some new Event Chairs for these as we transition leadership in order for these events to be able to continue on, but also for these events to continue to be successful
 - The Comedy Show/Mentalist is one that we'll need to pass on to a new Chair
 - The Holiday Fair is also one
- Budgets:
 - Kristen prepared and passed out the Budget information from 2022/2023 and the expectations/projections for 2023/2024
 - For the 2022/2023 School Year - we raised \$63,500, which was \$4,300 over budget from what we raised in 2021/2022
 - The funds raised by the PTO go to funding events and funding for the 2023/2024 school year, we have \$51,000 budgeted for funds for school events and field trips and enrichment programs for this year
- Calendar of Events:
 - Separate Sheet handed out with the Agenda of all the upcoming events and dates for those events
 - September - WES/Mac PTO Meeting on 9.19.23
 - October - PTO Meeting on 10.23.23; originally had Mentalist show list for end of October, that date has since changed to 11.18.23
 - November - PTO Meeting 11.21.23
 - December - Holiday Fair - 12.2.23, along with the Fill the Truck for the Westport Food Pantry; No PTO meeting in December
 - January - PTO Meeting 1.9.24



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- Casino Night - 2.3.24 - will need Volunteers; PTO Meeting - 2.13.24; WizFit Challenge Kick Off - 2.28.24
- March - PTO Meeting 3.12.24
- April - Harlem Wizards Game - 4.6.24 - 2 shows - will need volunteers for both; PTO Meeting 4.23.24
- May - PTO Meeting 5.21.24 - LAST Meeting of the school year!
- June - Tough Kids Challenge - Tentative Date = 6.9.24; Year end PTO Executive Board Meeting
- o New Event Suggestions:
 - Trunk or Treat - Melissa Parker (PreK teacher at Mac) suggested this as an event
 - It was discussed that the High School does the Haunted Hallway and we wouldn't want to create a competing/conflicting event that might diminish community involvement in a traditional event that is already being hosted - would this event compete with the Haunted Hallway?
 - Easter Bunny Breakfast used to be held at the Mac - the Town Rec Department hosts an Easter Egg hunt along with a visit from the Easter Bunny - same issue, would this compete with that event?
 - Pumpkin Festival - could we bring this back? If someone is willing to volunteer to chair the event, we are more than happy to support it, it is a huge undertaking and would have to start planning now, in order to execute on the event for next fall
 - Valentine's Dance/Sweetheart Dance at the Mac - was it the Teachers that put this on before Covid? Why did this event stop?
- Committee Updates
 - o Tough Kids - Final \$\$
 - \$18,000 was the total raised from this event
 - o School Decorating
 - Amanda Viveiros and Amanda Pereira - Fall decorations will go out to the schools the 1st or 2nd week of October - Jessica Cook reached out from Quintessential Gardens and has mums for us, but wanted to make sure that they get watered daily - thank you!
 - o Mentalist Show-late October - Update: Date for show is 11.18.23
 - o Holiday Fair- Gina Marshall Holiday Fair Chair
 - 74 days until the 9th Annual WES/Mac PTO Holiday Fair!
 - Gina gave a brief overview of the fair for the new attendees - we have vendors selling goods for sales, we offer food for sale, there is an art contest and gingerbread house contest, photos with Santa, and the Holiday Shoppe where children go in with an "elf" helper and can buy holiday gifts for their families, prices usually range from \$1-\$5
 - We need lots and lots of volunteers for this event
 - Grades 6th and up can volunteer to be the "elves" in the Holiday Shoppe
 - For the first time ever, this event will be hosted at the new Middle/High School!
 - o Dining for Dollars- Looking for a new Chair for this fundraiser
 - Kate Carpenter might be interested??
 - o Movie Nights- Vicky Pinkham
 - Need to get Dates in place for these each month starting in October
 - Looking for volunteers/help in running these movie nights!



- o Paint Nights
 - Savannah Pettenati and her Mother in Law host and coordinate these events for the kids; looking to do this in the “colder” months since it is an indoor activity
- Enrichment
 - o Jen explained that one of the roles of the Vice President is coordinating Enrichment Assemblies and these are coordinated by the current VP, Stacy Silva-Boutwell
 - o Currently looking at:
 - WES: Laser lights/fall and spring
 - MAC: animals
 - Suggested during the meeting:
 - Bubble Guy - Mac and WES??
 - Toe Jam Puppet Band - Mac?
 - o After School Programs - last year we had two new parents graciously step up and agree to coordinate the PTO after school programs at both schools:
 - MAC: Becky Ryan
 - WES: Nikki Potter
 - o Jen McMahon explained what these programs are:
 - Start Em Young vs. PTO After School programs and trying to make sure they don't conflict
 - PTO After School program is a 6 week program that is typically teacher-lead and offers things in science, technology, engineering, art and math
 - We also have a focus on making these accessible for students of all abilities
 - It was asked if we could provide/pay for a 1 on 1 aid if needed in order for a child to be able to participate in an after school program - absolutely was the answer
 - It was also suggested that we have a site coordinator for these programs, one go-to person on site at the school who can support any questions or issues that might arise before/after/during the program and assist as needed
- New Business:
 - o Wildcat t-shirts for students - we had some excess funds from the previous year/years, so the PTO has offered to buy all students a Wildcat T-Shirt to ensure that all students have a t-shirt to wear on Wildcat Wednesdays!
 - o Capital spending- track at WES?
 - This was brought up by Kevin Aguiar, but Ms. Terry Pacheco further elaborated on this
 - Looking at the back of WES, where outdoor recess happens, they would love to be able to create a real track, and have begun to look into leveling the land, bringing in fill and making sure it is accessible to all students of all ability levels
 - o Capital Spending continued:
 - The PTO purchased 15 iPads and cases for school use at the Mac
 - o Last item of new Business:
 - We are looking for a Facebook maintenance volunteer - someone to update and maintain the WES/Mac PTO Facebook page - updating periodically with latest news and events
- School Updates: (moved from the beginning of the meeting)
 - o Principals:
 - MAC: Stacey Duquette
 - Kindergarten screenings and orientation went really well
 - There was an A/C issue in some rooms at the Mac to start the year, now everything is up and running and they were able to secure funds to get A/C units in the rest of the rooms at the Mac
 - The decorations for the first days/weeks of school looked great!
 - The new speech and language program is great and going really well



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- Will begin fire drills soon after the start of school
- Believe it or not, Mac still has new students registering
- starting ST Math soon
- Spirit days are set to start Friday 9.22.23
- 10/9 there is no school and 10/12 is a half day/early release day of school for teacher training
- WES: Kevin Aguiar
 - Great start to the school year at WES
 - 447 students registered, expecting to hit 450 in the near term
 - The building looks great and is in good shape - the maintenance and custodial staff have done a great job
 - Some changes were made to the schedule to try to maximize learning time, some trial an error, the bus/parent pick up from the first day was referenced and addressed
 - Every student at WES has been assessed - and there are improvements to be made in reading and ELA
 - The building is fully staffed, but looking for more 1 on 1's
 - This year there is no building sub, and subs are needed!
 - There is a focus on after school programs and trying to create some that incorporate and go along with instruction

**Next meeting: Tuesday, October 24th
6:30pm at MAC**