



WES/MAC PTO November 28, 2023 Meeting Minutes

- Welcome –President, Jennifer McMahon
 - Jen McMahon kicked off the meeting saying Hello and welcoming everyone and thanked them for coming - this is our last meeting of 2023
 - We do not meet in December typically because there is too much going on and it is tough to find a date that works for most during the busy holiday season and in the past we have had to cancel a December meeting when we have scheduled one
 - Leadership Nominations/Elections- January meeting
 - Jen explained this process for those that are not familiar; the open positions are the President, Vice President, Holiday Fair Chair, Wizards Chair, Comedy Night Chair, also looking for help with the WES Movie nights
 - Nominations are due at the January meeting and if there is more than one nomination for a role, we will review and vote. If there is only one nomination for a role, we will just vote.
 - Reminder- open positions for 2024/2025
 - President: Currently Jen McMahon
 - Vice President: Currently Stacy Silva Boutwell
 - Holiday Fair chair: Currently Gina Marshall
 - Wizards chair: Currently Jen McMahon
 - Comedy Night chair: Currently Stacy Silva Boutwell
 - Movie Night assistance: Currently run by Vicky Pinkham
- ❖ Last meeting approvals
 - Treasurer– Kristen Ferreira
 - Budget is missing some elements - waiting on final numbers for the Mentalist, have some preliminary numbers for the Holiday Fair - we have 50 paying vendors so far, the most ever in event history, we could fit up to 68 vendors in the gym at the new high school, without using the middle school side of the gym, it is \$55 a vendor for the space and we've made \$2,300 so far
 - The PTO after school programs have brought in \$11,000; we have not yet paid out the stipends for the folks running the programs
 - There is also movie night money to calculate from the 4th grade movie night and the upcoming 3rd grade movie night
 - October budget approval - Budget was approved unanimously
 - Co-Secretaries – Caitlin Sampers/Amanda Viveiros
 - October minutes approval - minutes were approved unanimously
- ❖ School Updates
 - Principals
 - MAC: Stacey Duquette
 - 11/19 is the Kindness Day Celebration at the Mac - the School Adjustment Counselor, Mrs. Harrington, gave kindness cards out and would pull a card out and focus/practice the kindness act that was on the card, they practiced promoting manners as well as kindness; the staff also wrote kindness cards to each other, overall great day
 - 11/9 Veteran's Day - 12 Veteran's came to the Mac for the Veteran's Day ceremony, it was an emotional ceremony, the students sang and made signs; our Veterans were very appreciative, we had a great-grandad of one of the students there
 - The PTO after school programs and activities at the Mac are going well



- It was asked what the PTO wanted the Mac to do with the decorations donated for the front/entrances of the buildings, last year we recycled the hay bales and turned them into presents for the holidays!
- Report cards are going out - Parent Teacher Conferences scheduled for Wednesday 11/29, there is a 10 min turnaround time on conferences; Mac will also be having the Scholastic Book Fair on site during the conferences
- Mac classrooms have started accepting donations for holiday parties, but they are not doing food donations for the parties as in recent years past
- Have done 2 ALICE drills so far and they have went well, along with successful fire drills where they review different scenarios and “what ifs”, testing response times during different times of day - next they will try lunch time
- Looking forward to the Holiday Fair at the new Middle/High School
- WES: Kevin Aguiar
 - Kevin is reporting all is good and everything is running smoothly at WES
 - All reports cards will be on the School Brains portal Thursday 11/30; Parent/Teacher Conferences are scheduled for 12/5 and some have hours on 12/7
 - 2nd Grade was able to go to Roger Williams Zoo since they missed the opportunity last year and they had a great time
 - WES is in the process of planning for Spring activities/events
 - Update on the walking track at WES: work is continuing to be done, waiting for the weather to turn to get more of the outdoor work done
 - Lots of Holiday Happenings at WES - notices will be going out
 - Lexia Challenge - Robin Morin (Reading Specialist at WES) provided the update - the Lexia challenge was started in October, the students completed 367 levels last month (October), 1st and 3rd grades won the challenge, so far for November it is looking like 1st and 4th graders are winning - the end prizes are the soccer nets donated by the PTO; looking into the best nets, that are durable and can be moved indoors and outdoors relatively easily; Robin brought in a tiger stuffed animal for the tiger/wildcat mascot for the students and they LOVED it and love the Lexia competition; they are selecting to students per grade, per month for the prizes
 - Back to Kevin’s updates - Feinstein Foundation paid for the Martial arts assembly - there were 225 students at the assembly and it was awesome, the students loved it!

❖ Committee Updates

- Mentalist Show- Stacy S-B
 - The show was 11/18 and was a great event! It was an adults only event and was a great night out for the grown ups to support their students. The next adults night out event is the Casino night on Friday 2/1.
- Holiday Fair- Gina Marshall
 - 4 days left! The fliers went out over the last couple of weeks, before the Thanksgiving break, the next flier being sent home in backpacks tomorrow (11/29) is the Holiday Shoppe shopping list; the vendors are mostly all set, some still trickling in; the food menu is all set and donations are coming in, students have begun to sign up for shoppe times for their holiday shopping needs; we are still looking for volunteers for set-up the night before and day of the event, there are 7 elve spots left for assisting the students in the holiday shoppe with their purchases
- Dining for Dollars- Kate Carpenter/Kristen Ferriera
 - We netted \$778 from the Cask N Pig dining for dollars on 11/14, this was an awesome turnout
 - The next event is at 5Below, if you show the printed form at check out between 12/5-12/12 and we will get 10% back from any purchases made within this time frame



- Wizards- update on date
 - We needed to update the date of the Wizards game - the gym at the new Middle/High School was booked; which means we will need to re-configure the dates on the WizFit challenge done in school to raise funds leading up the Wizards Game
 - Jen M/The PTO will work with Ms. Terry Pacheco on planning and the messaging related to the WizFit challenge - does the registration for the WizFit Challenge have to be done by a parent/legal guardian? Registration needs to be completed in order for the student to win the prizes that the Wizards give out for completing the challenges
- Movie Nights- Vicky Pinkham
 - The 4th grade movie night was great! The students were great, the new sound set up worked great
 - Next Movie night is 12/8 for 3rd Grade at WES

❖ Enrichment

- Assemblies- Stacy S-B
 - Mrs. Claus coming to the Mac - just confirming the date
 - There was a "real live" Pilgrim at the Mac for Thanksgiving! One of the subs dressed up last week and the kids loved it
- After School Programs
 - MAC: Becky Ryan - 67 program participants
 - WES: Nikki Potter - 165 program participants
 - One item discussed is that there has been an issue with late pick-ups from these programs at the WES and the PTO was asked how to address this issue
 - The PTO has asked the program instructors and building coordinator to document when this is happening and to record their extra time spent waiting for students to be picked up after the designated time

❖ Old Business

- Wildcat t-shirts for students
 - The last of the remaining T-Shirts have been distributed to the students, there were a few 4th graders that had not received yet
- If you are looking to purchase additional Westport Wildcat gear - the Athletic Boosters will be selling items at the Holiday Fair on 12/2; the last date to order Wildcat gear in order to receive by the Holidays is 12/8

NO December Meeting- Happy Holidays!
Next meeting: Tuesday, January 9th