IMPACT Meeting Minutes for September 12, 2017

Attendees: Maggie Simon, Melissa Tryon, Elizabeth Clark, Lisa Demick, Sara Hastings, Sarah Jamo, Kate Brown, Lisa Pardus, Melanie Litchfield, Liselle Cushing, Nicola Morris, Genn Giuliano, Valerie (from Trail Monster)

Big Brad Update:
Valerie: Awaiting approval to use land that has taken on new ownership since last year
If approval isn’t given, race will relocate to the park, and Valerie suggested that IMPACT still be involved in some way, perhaps providing food
Sign up is down for race, 51 total at this point, about half of normal participants.
Sunday, October 15th is the date for the race, hope to hear by September 18th about land approval, Valerie will let us know ASAP.
IMPACT is responsible for organizing food, hosting at the school, making the awards, staffing the food table, providing the food.
Melissa requested a new point person/coordinator for Big Brad.
Wellens has volunteered to do awards again this year.
Lisa will check Lori’s availability to open school in the morning. PES staff member is not required to be present throughout the day.
Lisa will check with Mr. D to see if he’s willing to organize a Fun Run this year.
Sara brought up an idea discussed at Officer Retreat of assigning certain grades to certain events, this would allow parents to have specific opportunity to participate instead of being asked multiple times throughout the year.

June Minutes: Reviewed, motion to approve minutes made by Sara H., 2nd by Sarah J., unanimous approval

Teacher’s Report: Elizabeth Clark, presented Yardsticks which outline common characteristics (socially, cognitively and physically) of children by age, grouped in three year range
Will be distributed to all PES parents at Open House (except Pre-K) by classroom teachers

Principal’s Report: Lisa presented overview of Parent Survey
42 percent of families participated in survey, families indicated a need to have a better sense of where kids are and how to support them
Principal Advisory Committee is being implemented this year in an effort to include student feedback

New Business

a. Calendar Review: Copies will be distributed at Open House, sent out in PES notices, and posted on the bulletin board.
Book Fair: Oct. 19 & 24 during Parent Teacher Conferences
Original Works: Artwork needs to be submitted by October 18th, Orders will be due November 15th
Ordered items will be delivered December 5th.
Awaiting Order opening date, pending David Whiting’s plans, he is open to parent suggestions of artwork they’d like to see. Wellens will reach out if there is a need for parent volunteers in the art room.

b. Budget Review:
Plan to let PES parents know IMPACT’s annual budget is $5000.00
Items IMPACT funds:
Open House cookout
Pre-K Orientation
$500 Boston
Field trips
Guest speakers
Scholarships (mad science, ski program)
$500 insurance
Ruth’s reusables for teachers $600
Non-profit fee
5th grade gifts
Motion to approve Budget made by Wellens, 2nd by Sara J., unanimous approval
c. **Appeal Letter:**
October target for sending out appeal letter, with secondary letter in May if necessary, moved from December last year
Last year was first year for appeal letter
Melissa will send out draft to officers
d. **“Time with a Teacher” Raffle**
Wellens: Four teachers on board so far. Raffle Tickets will be sold for $1 during the week of the Book Fair and offerings will be posted on the bulletin board
Every child will get one ticket
Someone selling tickets for 30 min after school
Drawing after book fair, announced during school day
Limited to one prize/student
e. **Original Works:** Covered above
f. **Committee Membership:**
   - Book Fair: Wellens King, Maggie Simon, Kate Brown, Julie Baird
   - Teacher Appreciation: Sarah Jamo, Genn Guiliano, Kate Dawson, Michelle Carter
   - Social Events: Melissa Tryon, Maggie Simon, Melanie Litchfield, need one more
g. **Family Directory:**
   - For IMPACT use only
   - 25 families have responded since yesterday
   - Parent name, email, child grade level
   - At Open House, contact Wellens if you’d like to sign up for Family Directory
   - (Room parent is up to teachers)
   - Who is responsible for getting info to Jill, point person?
h. **Open House:**
Wellens: Rebecca Marcotte is point person, volunteers and hot dogs are all set.
i. **Book Fair Update**
   - Scheduled for October 19th & 24th during conferences, will send out invite to Pre-K families who don’t have conferences at that time
j. **Trunk or Treat:**
Melissa provided overview of event, will be free event held on October 27th at PES
k. **Bylaws Review:**
Melissa had no amendments to propose

**Zumba:** Nicole proposed after school Zumba for students, minimum of 10 kids, 6 weeks, another 6 weeks in January $5/hour class and includes CD of music from class, potential start after end of track and soccer

Motion to approve Zumba including $120 for 2 scholarships/session for October and January for 6 weeks each was made by Sara H, 2nd by Kate B., unanimous approval

Office will handle scholarships

**IMPACT Parent Survey:** Melissa gave overview of IMPACT parent survey

Motion to extend meeting for 15 minutes made by Sara H., 2nd by Nicole, 9-2 vote

Meeting Adjourned at 8:45pm

Respectfully submitted by Maggie Simon, IMPACT Secretary