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**Friends of Essex Elementary School Meeting Minutes**

**December 1, 2022 -- In-Person/Zoom meeting**

**Attendance:**

**In-person:** Betsy McKeen-President, Rachel McInnis-Social Media Coordinator; Maggie Gleason-Vice President; Bradley Cooke -Secretary

**Via Zoom:** Jessica Torcicollo- Grant Writer; Amanda DesRosiers - 3rd grade parent

**Welcome/Introductions:**

Maggie Gleason called the meeting to order at 7:36 pm.

**Enrichment Update**

Hilary Mattison (Enrichment coordinator) reported to Betsy that there are no new requests for enrichment. Hilary had shared an enrichment reminder to the staff (we are hoping via the Main Office).

**Grant Writing**

Jess Torcicolo shared that nothing she has applied for on behalf of Mr. Carpenter (re: Daisy Nell) has come back yet. More specifically, the Essex Cultural Grant results don't come in until January. Jess will ask Mr. Carpenter if he has heard from the Bank and if not she will reach out to Friends of Memorial in time for Composer in Residence.

Betsy wondered if there are already funds slated for this year’s Composer in Residence\*. Maggie wanted to remind us that Sheila had said last meeting that this may be something that should come from the curriculum-based funding since it happens every year. Jess noted that regardless, we need to find a healthy balance between the grants and other funding for many of these events that occur year after year, because it’s difficult to request grants repeatedly for the same events.

**[\*Treasurer Update since 12.1.22 Meeting:** Composer in Residence is in budget for $2000 because we anticipated the STAR ME Rotary grant to cover it.]

The cell signaling check ($4820) has arrived for STEM Night 2023. Jess is now gearing up for planned “asks” in March. At some point, she also plans to check in with Ms. Silag if she has anything coming up that would require funding through a grant.

**Treasurer Update**

Heather Harrell is trying to get updated numbers on the family and business appeals and will report back next meeting when we have more info since checks are still coming in. The Hoedown donation money has all been taken care of, and any other expenses were donated by the parents running the event.

**Community Read**

Parade was a success. Hooper Fund stickers were in the books.

**Gear Sale**

The sale has now closed and raised roughly $140. Betsy sent out an email on Sunday afternoon ahead of the sale closing to get in more orders. Twelve individuals purchased 28 items in total. It is not our most lucrative fundraiser but we agreed it's still worth doing in the future.

**Restaurant Night**

Caitlin Cann shared with Maggie Gleason that this brought in $385 from CK Pearl. The March one will be at The Farm.

**Polar Plunge**

Betsy looked at tide charts and reached out to police / fire to see if Saturday, January 7 at 9 am will work. The event will take place at Front Beach. Since there are leftover plunge t-shirts from several years ago, we will likely offer the first X people who sign up a t- shirt to unload that inventory and create a draw for those considering signing up. Betsy will count the number of shirts left.

**Messy Art Night**

This got postponed for 2022, but the planners say they would pick a date in late January / early February and get it organized. Betsy looked at the calendar and shared that it will need to be February 3rd or 10th, most likely the 3rd since one of the coordinators for the event is out of the town the week of the 6th.

**5th Grade Play**

Sheila asked Friends of EES to identify a parent to help with the 5th grade play. Betsy reached out to Antonella Muniz, who has a son in 5th grade who is interested in theater, and she is willing to help, pending schedule constraints.

**Appeals**

Business Appeal = $1350

Family Appeal = $2200

Maggie sent thank you notes to any businesses who have donated and included stickers that were donated thanks to Destiny Creeden. Heather has entered all the names on the budget tab for the Family Appeal so Maggie can send notes their way as well.

Amanda DesRosiers had an appeal letter question. She works for the Hartford Financial Services and they happened to be matching 100% of her donations right now. Amanda asked if Friends of EES would be willing to accept an EFT rather than waiting for a check to be cut. Maggie Gleason replied that she will follow up with the Treasurer to find out more.

**Change is Simple**

It seems like this was a success based on social media photos and individual student reports at home. We are waiting to get an update from Sheila with regard to its funding.

**Teacher Requests**

Betsy made a schedule of deadlines for teachers to submit reimbursement requests each month ahead of the Friends of EES meetings. Jess Torciollo offered to make a Google Form for the teachers to submit reimbursement requests electronically.

Lindsey Kasmersic is the only current request. She is asking for reimbursement for her school supplies from her stipend which needs no approval.

**Teacher Appreciation Lunches**

Amanda DesRosiers shared that she has sorted out the dates for the next two Teacher Appreciation Lunches. They will be on Wednesday, March 15 (sponsored by K and 1) and Tuesday, May 2 (sponsored by 2nd and 3rd).

She also noted that there is a need to update the Teacher Appreciation Lunch info document that is posted on the Friends of EES website. She has taken it down and will update and repost shortly.

Maggie Gleason made a motion to adjourn, and Betsy McKeen seconded the motion. The meeting was adjourned at 8:19 pm.

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**Next meeting: Thursday Jan 5, 2023 at 7:30 pm in person and on Zoom.**