**PTO MEETING MINUTES**

**November 6, 2017**

**Attendees:**

Gina Hatfield, Theresa Whitman, Betsy McKeen, Jim Zaremba, Letizia Donati, Carla Christensen, Jennifer Roberts, Kathy McKinnon, Carol Mondello, Francesca Zegarra and Suzanne Bediz.

**Hello from Dr. Roberts:**

School council surveys report that some more feedback has been requested by some parents regarding social emotional learning pieces and the children. The program is always being modified and improved based on ongoing feedback.

Dr. Roberts spoke on the injury which took place during recess the previous week. A student fell off the structure while running during a game of tag. There has been an update to recess rules to include that the children may not run while on top of the structure.

Dr. Roberts also reported that the MCAS will now be in an electronic format, (named CBT, computer based test). This is the first year where EES will be switching to electronic. There will be time dedicated to all students for MCAS prep. Additionally, practice with chromebooks will be offered to the third grade students, as they haven’t yet had much exposure to computer technology.

**Election: Enrichment Coordinator:**

Kathy McKinnon made a motion to elect Letizia Donati as the new enrichment coordinator. Passed unanimously by all in attendance.

**School Directory Update:**

Kathy McKinnon reported that, as of the meeting date, there will be no more directory submissions. There is a need to update how the information will be obtained, sorted, and published. We will be considering a switch to an electronic system, and will revisit this topic at the end of the year.

**Restaurant Night Update:**

Kathy McKinnon reported that the Restaurant Night is scheduled for Wednesday, December 6, 2017. Location will be Jalapenos, located in Gloucester. Hours 4:30pm-close. 10% of all revenue will benefit PTO. 50/50 Raffle will be held and sponsored by Kathy McKinnon, and all proceeds will be donated to the EES PTO.

**Family Appeal Update:**

Theresa Whitman reported the family appeals will be included in this week’s Backpack Thursday. Timeline for donations will be set for December 31, 2017.

**Calendar Review:**

Carla Christensen reported the following:

Messy Art Night will be held on Friday, January 26, 2018.

Stem night will be held on Friday, March 30, 2018.

Book Fair will be held on Thursday, March 1, 2018 and Friday, March 2, 2018.

**Open Positions:**

No open positions at this time.

**Funding Requests:**

Ms. Jordan submitted a funding request in the amount of $130.00, for a ‘fluency and fitness bundle”, for movement breaks. Francesca Segarra motioned to approve this request. Jim Zaremba seconded the motion. Passed unanimously.

Mr. Skiba submitted a funding request in the amount of $300.00, for replacement of two classroom rugs, verbally described as used for flexible seating. Carla Christensen motioned to approve this request , Kathy McKinnon seconded the motion. Passed unanimously.

Mrs. Curcuru submitted a funding request in the amount of $50.43 for 3 new snap circuit sets for classroom. Second and third grades both use these sets. Kathy McKinnon motioned to approve this request, Carol Mondello seconded the motion. Passed unanimously.

Mr. Carpenter submitted a funding request in the amount of $2200.00 for a 5th grade composer in residence. Francesca Segarra motioned to approve this funding request, Betsy McKeen seconded the motion. Passed unanimously.

**Meeting adjourned at 9:22pm.**