



Clough PTO General Meeting Minutes
Tuesday, September 14, 2021, @ 6:30 pm remote meeting

Attendance: Janice Gallagher, Wendy Gama, Kelly Lucier, Mike Kelley, Myah Stone, Justine Cole, Jessica Dunner, Andrea Lucey, Erin Fater, Monique Dyson, Erica Lawson, Stephanie Deveau, Kelly Lomnicki, Amanda Esquilin, Beth Deverix, Renee Wojdag, Brenda Boudreau

Start Time: 7:05

Google Meet Link: meet.google.com/qzf-sipp-dno

1. Welcome - Wendy Gama

- Board Introductions: Wendy Gama/President, Kelly Lucier/Vice President, Mike Kelley/Treasurer, Allison Basson/Communications Secretary; Myah Stone/Recording Secretary

2. Statement on Remote Participation/Governor's Executive Order Suspending Remote Participation Requirements;

- This is a statement on remote participation consistent with the MA Open Meeting Law, MA General Law Chapter 30A, Section 20, Regulation 940, Code of MA Regulations, 29.10. This allows for remote participation in certain circumstances under the MA Open Meeting Law Regulations. The Clough PTO will be conducting this meeting remotely. In this case, all 5 board members of the Clough PTO are participating remotely and virtually through video conferencing. This is consistent with Governor Baker's executive order of March 10, 2020, which eases the requirements of having a meeting in a physical space open to the public and having a quorum of the committee physically present. Any and all votes will be conducted by roll call votes.
- On June 16, 2021, Governor Baker signed into law An Act Extending Certain COVID-19 Measures Adopted During the State of Emergency. This Act includes an extension, until April 1, 2022, of the remote meeting provisions of his March 12, 2020, Executive Order Suspending Certain Provisions of the Open Meeting Law.

3. Approval of Minutes:

Minutes from the previous meeting were emailed by Myah Stone to members who attended the meeting for review and comment. A motion to approve the minutes from the June 8th, 2021, meeting was made by Beth Deverix. Minutes approved.

4. Principal's Update - Mrs. Gallagher

- Herbs Makes Scents: A new business in Mendon and maybe PTO can involve them.
- Aubrie has a plaque hanging in her car for the pickup line. Aubrie said she could make some for a fundraiser. Kelly will get back to her after golf to discuss.
- Drop-off/Pick-up: Requested that parents stay in the car during drop-off and pick-up lines. Requested cones, but back-ordered. Asked if PTO could help out with cones.
- Lunches: There are 5 lunches and they are going well. Kids can turn around and talk to other kids. They don't have to be facing forward like last year. Kids have more people to talk to at lunch now.
- Open House: It will be virtual this year. Teachers will be zooming from school so parents can see the classrooms.
- Volunteers: Hoping we can have parent volunteers this year.
- Outdoor classrooms: Kelly asked if custodians can sand picnic tables in outdoor classrooms. Mrs. Gallagher said she can ask, but may not be a priority at this time.

5. Official vote on President and Vice President

Kelly Lucier made a motion to approve Wendy Gama as President, Beth Deverix seconded it. Monique Dyson made a motion to approve Kelly Lucier as President and Mike Kelley seconded it.

6. Clough PTO overall picture - Kelly Lucier

- Fundraising Strategy Not a lot of little fundraisers, like wrapping paper, selling things at home. Golf tournament brings in 85% of annual funds, CNO, Turkey Trot, Cash for Clough, Boxtops
- Events throughout the year Reviewed typical events - Cultural Arts, 4th-grade celebration, kindergarten meet and greet, 3rd-grade trolley tour, field day, family fun events, supplies for teachers, back to school supplies, book fairs, holiday shop

7. Past Events:

- School Supply Kits, including kits purchased for Good Neighbor: Lyndsey Nickerson
- School supplies to students
 - Green folders for all
 - 3rd and 4th-grade agendas
 - Prek welcome gifts
- KG Meet and Greet: Including gift bags for incoming kindergarteners. Aubrie Choiniere, Kelly Lucier
- Popsicles in the Park: Allison Basson
- Teacher Appreciation: All teachers got gift bags and students welcomed teachers back with notes. Monique Dyson, Marina Claro

- Outdoor classroom purchases, lap desks, and carts
 - What is the mtc plan? Mrs. Gallagher will check with custodians on sanding - a parent mentioned that they need some work

8. Upcoming events

- September 17th: Golf Tournament at Shining Rock: Megan Collins, Kelly Lucier, Aubrie Choiniere, Shaina and Mark DeToma, Amy Jo Wilkinson, Sean, and Andrea Lucey
<https://cloughclassic.weebly.com>
- Payments due and preorder propacks
- October 2nd: Custodian Appreciation Day- Monique Dyson, Marina Claro
 - Banner and other? Email moniquedyson@gmail.com with any ideas or want to help. Kelly let Monique know the annual budget will be comparable to prior years at \$1k but to be finalized in October with the annual budget. Monique to get # of custodians from Julia.
- October 11th-20th Fall Book Fair - Kelly Lucier, Aubrie Choiniere
 - In-person? Mrs. Gallagher said her gut says we can have the book fair in person. Kids would need to keep 3 feet distance. Mrs. Gallagher has a Leadership Meeting in the morning and will ask. A member said Memorial having their book fair in person. *Mrs. Gallagher said she just messaged with Mrs. Bell (Principal from Memorial) and they are having the bookfair, so we can!
 - Erin Fater volunteered to help and Kelly will be in touch on planning
- October 12th: October PTO meeting and PTO budget review and approval
- October Spirit Wear - Stephanie Deveau
 - Do we have spirit wear days set? Likely every Friday
 - October 1st- 15th?
 - Stephanie asked if there is a better way to get the word out? Kelly said we currently use Clough email blast and FB. Kelly asked Mrs. Gallagher if we could send flyers home this year. Mrs. Gallagher said we could send flyers home this year, not for everything though. Beth asked about using Squad Locker and said she uses it for softball and likes it because you can keep it open all year round. Stephanie said she didn't like the quality and they gave her a limited choice. Stephanie said she will look into it again.
 - Cute if we had scarecrows out with samples
 - Not a real money maker for us and we've had a difficult time having inventory on hand so don't want to go that route again
- October/November - Cook's Night Out (CNO) - Jessica Dunner / Beth Deverix
 - Share general committee guidelines and CNO document with Jessica
 - Kelly asked Beth to help transfer duties to Jessica.
- November 25th: Turkey Trot: Monique Dyson, Wendy Gama, Lyndsey Nickerson, Renee Wojdag; Visit <https://cloughpto.weebly.com> and click on the "Turkey Trot: tab
 - Virtual and live?
 - The deadline for free t-shirts is September 25th. We will likely have extras to purchase the day of.
 - Monique talked about sponsors and said we are looking for sponsors.

- December: Holiday Shop: Kelly Lucier, Kelly Lomnicki
 - In-person? Mrs. Gallagher said she will look into it to see if we can have it in person. Kelly will go forward and reserve the date, and will cancel if needed.
- STEAM or PBIS (Positive Behavior Incentive System)
 - Will these happen this year? Will be doing more Soar challenges. May do some assembly type events if we can do outside
 - Mrs. Gallagher said looking into Inspire Challenge.
 - Jan 13th Railers Event with the 4th-grade chorus - Kelly Lucier
 - Purchase of chorus T-shirts? Mrs. Gallagher agreed
- June: Field Day: Alanna Bodio, Monique Dyson, Auggie Debaggis, Kelly Lomnicki, Lyndsey Nickerson
 - Discussion on purchasing supplies. Previously using supplies from Auggie he borrowed from his work, but this is Auggie's last year so we want to consider looking at options for supplies. Want to consider storage. Kelly suggested sharing with Memorial. Monique said the committee agreed we need a speaker that we use for the music (about \$300). Kelly asked if we could ask parents if we can borrow a speaker before we go buy one. Monique also said water guns would be another good purchase. Monique said Mr. Hayes said we could borrow his equipment, so in good shape. Monique asked if we could move it to May, in case we need a rain date. Mrs. Gallagher said she needs to run it by staff members. Concerned students think it's the end of school.
 - Can we partner with Memorial?
- June: 4th Grade Celebration: Amanda Esquilin, Kelly Lomnicki, Renee Wojdag, Thuy Hill, Brenda Boudreau
 - Need to work with Mrs. Stone on self-portraits. Are we continuing with the tile wall?
 - Kelly asked Mrs. Gallagher if we are continuing the self-portrait wall because running out of space and our previous volunteer is not completing the tile wall installation, so PTO may need to pay for it. Mrs. Gallagher agreed the wall is running out of space. We should install the ones we have on hand (2 years worth) and come up with new options
 - Mrs. Stone could do self-portraits through ArtWorks as a fundraiser for parents to purchase.
 - We do have a new parent volunteer who can install the tile wall on a weekend. Mrs. Gallagher said unless the school is open for a function on weekends, the volunteer has to come in during the week because they would need a custodian. Julia should have a master schedule for weekends. Nothing is booked for the public in October. I.e. he could come in if the school was open for an event like a basketball game
 - Andrea Lucey has a neighbor that does tile wall installation and will check with her neighbor to see if they are interested and have availability during the school day.

9. On-Going Items

- Fundraising
 - Boxtops - Renee Wojdag
 - Amazon Smile - choose Clough PTO as your charity to support
 - Planet Aid - Liquor World parking lot
 - Donates a % back to PTO
 - Dismissal sheets - \$5
 - Renee, Alyssa
- 4th-grade tile wall installation from 2020-2021 school year and 2019-2020 school year
 - Parent volunteer - need to schedule time in school
- Cash for Clough: Visit <https://cloughpto.weebly.com> and click on the “fundraising” tab to donate
 - Can we send flyers home? Mrs. Gallagher said yes.
- 4th-grade class photo - Kelly Lomnicki
- Staff Bulletin Board - Thuy Hill Mrs. Gallagher commented how beautiful the board was. Kelly said students can take pictures in front of it.
- Good Neighbor - Evan Hanson
 - Reached out to see if any families need anything
 - Waters for the nurse’s station
- Join the Mendon Upton Class of xxxx pages and Clough PTO Facebook pages

10. Possible new events

- MCAS Cards - Kelly Kelly asked about parents writing notes of encouragement to start off student’s day right with a surprise note. Mrs. Gallagher said it was a cute idea.
- Family Fun Event - Brenda Boudreau
- Other? Beth asked about a Clay Time event. Wendy suggested maybe Mother’s Day so we can have it outside.

11. Open Discussion/Questions

12. Adjournment

End Times: 8:00