

Wilmington Middle School PAC Meeting Minutes

May 31, 2022

6:00 PM

WMS Library

Call to order: 6:08 pm

Attendees:

Dr. Quirk, Jen Jackson, Katie Michaud, Shannon Sheridan-Geldart, Melissa Gavegnano, Lisa D'Anna, Meghan DiSchino, Arlene Poeck, Laurie Saija

Approval of March meeting minutes: J. Jackson, K. Michaud

Principal's Report: Dr. Quirk

1. **MCAS** testing finished
2. Planning for **end of the year activities**
 - a. Rain date Mon 5/13
 - b. Nothing planned for 5/13 or 5/17 (last day, ½ day)
 - c. **Field Day** for grades 6-8 (Tues 5/14-Thurs 5/16)
 - Dr. Quirk has bought items for events
 - Challenges within each grade with a point system: ie kick ball, tug of war, flag football, kickball, relay, sack races, 3 legged race, kinder ribbon race, sponge relay, frozen t-shirt (contest to defrost the shirt any way you can)
 - Shannon G. to lend freezer (tshirts) as school freezer will be for Richie's Slush
 - Yearbooks will be passed out (more of a time issue for 8th grade)
 - d. **8th grade Luau**
 - free for students
 - Dr. Quirk would like to continue with this going forward.
 - Staff and PAC members will be helping with event.
 - Wed 5/15, 6-9pm WMS field
 - 2 extra custodians will be available
 - Email will be sent to families.
 - e. 8th grade **Moving On Ceremony:**
 - Thurs 5/16, 6:30pm Town Common
 - Dr. Quirk will sent out email to families
 - Using same speaker system as the HS promenade.
 - Sections will be roped off: 20 rows of 15 (300 seats) - 13 students in each row with a teacher on the end.
 - Name tags on seats.
 - Seats will be set up for students, parents/family members can bring lawn chairs.

- Principal's Award: 1 student from each house (3 total) will get a certificate and a gift. Either PAC will supply these or Dr. Quirk will purchase (undecided at time of this meeting).
 - Kate Ackerman will take pictures of students after they have received recognition and shaken hands with Dr. Brand/Dr. Quirk. Will need to give her a list of student names to coincide with photos.
 - Students will be given an empty envelope at ceremony; certificate and photo will be available for pick up at WMS (date TBD). Dr. Quirk is signing each certificate.
- f. Dr. Quirk has purchased *many* items for the Luau and ceremony ie decorations, tablecloths, stanchion set for ceremony
- g. If inclement weather, events will be held in the gym and auditorium
3. Math finals Monday
 4. Grade Level Awards

Treasurer's Report: Shannon Sheridan-Geldart

- Balance: **\$4,398.40**
- \$1,000 put aside for Luau - could go up to \$2,000

Apparel Sale: Carmen P.

- \$671.69
- Drive-up apparel pick up Wed 6/1 and Thurs 6/2 WMS, 5-7pm

8th Grade Lawn Signs:

- \$54 ordered
- Meg D. to contact Connolly regarding pick up
- Meg D. requests she be able to order 20 additional signs to sell.
- Orders will be picked up at WMS next week - date TBD, need permit Approval.

End of the Year Events:

- If PAC is going to spend >\$300 need a vote, therefore, proposal to increase allocation to \$1500; all are in favor to approve.
- DJ - Al Synnott is donating his time for the Luau.
- Wrist bands to check in/out
- Balloon arch (8th grade Luau, ceremony)
- Cafeteria will be decorated, tablecloths, centerpieces (clear plastic container with twinkling lights and hydrangea)
- Chic-fil-a (chicken nuggets) - include paper products; Tremezzo (pizza); Red Heat (burgers)
- PAC will purchase additional paper products needed (Restaurant Depot is known to be cheapest)
- PAC will purchase balloon inflator
- Richie's Slush - PAC

- Generators available (PAC members will lend)
- Large inflatable pools with pool noodles will serve as “lounges” areas
- 6 ft. tall inflatable palm trees base filled with industrial glow sticks and water
- Tall poles with strings of lights
- Volleyball nets (PAC member will lend) - use with beach balls
- Centerpieces - clear plastic containers with small string of lights and hydrangeas
- Leis
- Lawns games; Hungry Hippos and Sumo suits (NE Party Rentals)
- Snow cone/popcorn/cotton candy machines
- Parting gift/favor - sunglasses and cups filled with candy
- Other

New Business:

1. **PAC Bylaws** need to be changed; last update May 2015.
 - a. Proposal to add Fundraising Coordinator to the Board Article IV, Section 1: motion **approved**
 - b. Proposal to add transition date to newly elected Board Article IV, Section 2: motion **approved**. Wording to include: new officers/board members take office beginning on the first day of summer break after the last day of school for students designated by the school committee.
 - c. Motion to clarify the meaning of “quorum” Article VII **approved**. Wording to change to *Amendments will be approved by a majority vote of those present, assuming a quorum of 3.*
 - d. Notification for June meeting:
 - i. Proposed additional means of communication of proposals to amend bylaws in Article 7 (to include social media and website).
 - ii. Proposed change to terms of board members in Article 4 Section 3 from no more than 2 years to no more than 3 years.
2. **2022-2023 PAC Board Nominations/Elections**
 - a. President: Jen Jackson (current)
 - b. Vice-President: Katie Michaud (current)
 - c. Treasurer: Shannon Sheridan-Geldart (current)
 - d. Publicity Coordinator: Melissa Gavegnano -
 - e. Fundraising Coordinator: Meg DiSchino (current)
 - f. Secretary: open position.
3. **2022-2023 Meetings**
 - a. Last Tuesday of every month with the addition of a December meeting (12/13). Ideally before Sweet Treats Day
 - b. 6:00 pm WMS library

Other/Comments:

1. PAC members to help put signs on student seats for the 8th grade ceremony 5/16 at 3pm. **Bring tape.*
2. PAC members to set-up Luau afterschool 5/15 at 2:30.
3. PAC members to meet at WMS on 5/14 afterschool to blow up balloons/assemble arches 2:30. **Bring air pump*
4. Wildcat stickers are not finalized - Meg D. working on it
5. Add to calendar: Bullying Prevention Month (October), I Ready GC's (October), Door Decorating (December - subject to change).
6. Dr. Quirk reports Student Council would like to be more involved; potential fundraising activity with carnations (? February).
7. Jen J. would like to have PAC be in communication with student council
8. Suggestion was made to survey staff/students about what kind of events they would like to have during the year.
9. Dr. Quirk invited Meg/PAC to faculty meeting in September
10. Summer meet-up for incoming 6th graders: aim to schedule around the same time
tours and scavenger hunt are scheduled (August).
11. Dr. Quirk would like to have a Step-Up program for the incoming 6th graders the first week of Aug. Nothing is officially planned or scheduled at this time.

Meeting adjourned at 8:03 pm

**Next PAC Meeting scheduled for June 7, 2022 at 6:00 pm
WMS Library**