



# WILMINGTON MIDDLE SCHOOL PAC MINUTES

**Minutes for meeting held on:**

**May 24, 2021 via Zoom**

**The meeting was called to order by Heather Long at approx. 7:38 pm.**

**In attendance:** 3 board members, 1 interim principal (Dr. Quirk), 1 assistant principal (Mr. Caira), 2 future board members (Katie Michaud, Shannon Sheridan-Geldart)

## **Approval of Agenda and Minutes**

### **Welcome**

### **Principal's Report: Dr. Quirk (interim principal)**

- Delivery of feminine products machines to WMS has been delayed
- In the process of working out/scheduling end of year activities for all students, however, priority will be given to the 8th graders; to take place at the school, school fields will be reserved.
- Activities to include yearbook signing outside with teams, in house virtual trivia with teams, field day with possible movie in the afternoon, possibly have 8th grade lunch outside
- 8th grade awards (June 15th-18th) to include Presidential, Attendance and CORE Values awards. (Goal for next year is to give out Circle Award)
- T-shirts have been ordered for the 8th grade; all the same shirt with all the names listed on them
- Working with West and North about moving up ceremonies
- MCAS underway
- Lunch seating assignments have gone out,  $\frac{2}{3}$  of student requests have been accommodated

### **Treasurer's Report: Heather Long (interim treasurer)**

- \$5,560 April balance: \$890 deposited, expenses = staff appreciation t-shirts \$894, banner \$199; end of June balance will be approx. (\$5465.57)

### **Yard Cards: (Jen Jackson)**

- Chenelle Romano from Yard Cards will set up Sunday June 20th and take down late Monday night June 21st
- Heather L. will email info about the signs to Justine and Justine will email WMS parents/guardians
- Dr. Quirk recommends signs be set up in front of the school on the corner by the Challenger side as the field is getting worn

### **Banner: (H. Long)**

- Heather L. will pick up banner this week and deliver it to the school on Wednesday (May 26th)
- Custodian will hang it up
- May be able to use heavy outdoor-type velcro to add the year on it next year

### **MISC/Open Discussion:**

- Heather L. asked if there will be an ice cream social in August for incoming 6th graders as there had been in the past, Dr Quirk is in favor of this. Jen will reach out to Dr. Faircloth over the summer about this.
- No spring WMS tours this year
- PAC email received from Rico Giammarco regarding a new Guardian Working Group to involve all the PACS and staff to improve communication; There is also an effort from the WPS District for a combined parent group.

- Heather Long will be stepping down as WMS PAC President and will not return next year. She will review the activities and events the PAC does and has done with the new board to assist a smooth transition for the 2021-2022 school year.

*THANK YOU HEATHER FOR ALL YOU HAVE DONE TO KEEP THE PAC RUNNING OVER THE LAST 3 YEARS!!!*

**Voting for PAC positions:**

- Jen Jackson volunteered to stay on and take over as President. Vote taken, voted in.  
*Thank you Jen!*
- Katie Michaud volunteered to take over as Vice-President. Vote taken, voted in.  
*Thank you Katie!*
- Shannon Sheridan-Geldart volunteered to take over as Treasurer. Vote taken, voted in.  
*Thank you Shannon!*
- Lisa D'Anna volunteered to stay on as secretary. Vote taken, voted in.
- Publicity position is still open

**Next PAC Meeting TBD**

Motion to adjourn was made at approx. 8:10 pm

*These are our income and expenses since 4/30/21 and current balance.*

INCOME AND EXPENSE REPORT		
Starting Balance as of 4/30/21		\$5,560.02
Income from 4/30/21 to 5/24/21		
Expenses from 4/30/21 to 5/24/21		
5/4/2021	Staff App. T-shirts	\$894.50
<b>Ending Balance</b>		<b>\$4,665.52</b>

**Wilmington Middle School PAC  
TREASURER'S REPORT  
May, 2021**

*This is a comparison of our annual budget to our actual numbers to date.*

YEAR BUDGET VS. ACTUAL			
<b>Income</b>			
	Beginning Balance on 7/1/2019	Budget	Actual
	Deposit A Gift TO DATE (Available)	\$5,670.47	\$5,670.47
	2020 Fall Apparel Sale	\$2,000.00	\$315.56
	2021 Spring Apparel Sale	\$200.00	
	<b>Total</b>	<b>\$8,070.47</b>	<b>\$5,986.03</b>
<b>Expenses</b>			
	Deposit A Gift Platform Fee		
	Teacher Sweet Treats (Dec.)	\$200.00	\$0.00
	Teacher Luncheon (May)	\$1,500.00	\$894.50
	Box Top Prizes		
	Yearly State Tax Filing	\$18.50	\$18.50
	Feminine hygiene product dispenser for bathrooms	\$498.00	\$498.00
	<b>Total</b>	<b>\$2,216.50</b>	<b>\$1,411.00</b>
	<b>Surplus or (Deficit)</b>	<b>\$5,853.97</b>	<b>\$4,575.03</b>

INCOME DETAIL	
<b>Deposit A Gift (2019-2020)</b>	
9/10/20 deposit	\$90.49
<b>Apparel Sale</b>	
12/21/20 deposit	\$315.56
<b>Total Income</b>	<b>\$406.05</b>

EXPENSE DETAIL	
<b>IRS Renewal</b>	
9/16/20 2019 MA state tax filing (online)	\$18.50
<b>Fem. Hygiene dispensers (Girl Scouts)</b>	
4/19/21 check #747	\$498.00
<b>Staff Appreciation - T-shirts</b>	
5/4/21 check #748	\$894.50
<b>Total Expenses</b>	<b>\$1,411.00</b>