



# WILMINGTON MIDDLE SCHOOL PAC MINUTES

Minutes for meeting held on:

*September 24, 2019*

The meeting was called to order by Heather Long at 6:31 pm.

**In attendance: 3 board members, 6 parents, principal**

**Approval of Agenda and Minutes**

**Welcome**

**Principal's Report: NA**

**PAC News**

- Update 9/28/19: Lynne P. is stepping down as treasurer, Heather L with take on as interim treasurer.
- Jess Bourgeois will continue to help out with publicity duties until permanent replacement is found and manage PAC website this year. She has created a link for the district/FB pages which will be submitted for review.

**Treasurer's Report:**

- Starting balance: \$4,533.01
- \$1100 allotted for bathroom painting; Lynne Parr confirmed that Dr. Quirk is moving forward with this proposal. Dr. Quirk will need to submit itemized receipts for reimbursement.
- anticipated \$ for 100 6th grade hardcover books (Mrs. McGonagle) "The Donut Fix"; the 30 "Wonder" books purchased last year have been donated to the 5th grade. Jaimelyn Raposa will look into Scholastic Books pricing.
- anticipated \$ for 30 7th grade paperback books (Ms. Tarantino) "So Far From the Bamboo Grove"; Jaimelyn Raposa will look into Scholastic Books pricing to see if it's less than Amazon/BtN. - Heather Long will coordinate w/Mr. Faircloth and Jaimelyn R. to get more book info and pricing.

**Google Forms: "Staff Request for Funding" and "Staff Request for Support" are new this year.**

- Heather Long will update forms.
- Form will indicate what it is that is being requested, how much it is expected to cost (if applicable), and what is needed for the request; a spreadsheet will be made.
- Mr. Phillips needs to approve before adding to agenda and approved by PAC.
- Undecided whether forms should be combined or separate.

**Spirit Sale:**

- Jaimelyn Raposa has volunteered to replace Susan Sampson as coordinator.
- Website sale directly to vendor, 2x/yr; sorting takes place week before Christmas.
- Send to staff also.
- WMS Annual Logo Contest:
  - \*Students in every house compete.
  - \*Winning logo goes on all Field Day shirts.
  - \*Heather to coordinate with Mrs. Jackson (CC Mr. Phillips).
  - \*Look into improved sizing this year as parents complained shirts ran very small last year.

**Direct Donation Drive:**

- Donations can be made by check as well as online (parents can send check to school with student)
- Consider Paypal in the future
- Mr. Phillips accepted Lynn Parr's request to help promote DD and PAC via email link.

## Box Tops:

- Gwen Hupper-Lawson will continue to coordinate.
- Checks are cut from Box Tops twice a year, Nov/April.
- Checks go directly to the school (@\$200).
- As there are no homerooms this year, prizes for most box tops collected will be raffled by house (vs given to individual students in the winning classroom as was done in the past); specifics to be determined.
  - \*Heather Long will reach out to Gwen about the suggestion of house prizes.
  - \*Box Tops is now online and has an app. Gwen is looking into whether they will still be clipped.

## Local WMS Night Out:

- ? 99 (15%), Shawsheen PAC doing this in October.
- ? Panera on a half day
- The PAC is looking for a coordinator for this event.

Amazon Smile: to be discussed next time

## PAC Communication w/Mr. Phillips:

- All communications go through Justine Palermo, cc Mr. Phillips

## Open Discussion:

- Parent communication by Mr. Phillips:
  - \*will it go back to weekly?
  - \*drop off procedure "reminder"
  - \*could timing of emails be earlier when there is a time/date sensitive event involved
  - \*updates on events or happenings in school as were included in previous principal's emails; to forward previous emails/correspondence to Mr. Phillips as examples of what parents have expected and appreciated in the past, ? implement something similar this year
- If there is an "easy fix" for something, bring it to Mr. Phillips' attention (ie possibly put up a sign to improve drop off procedure)- he would appreciate feedback on issues.
- Homework consistency issue across houses vs. within houses
- Per Mr. Phillips, there is a plan to reconfigure the library - ie make it more homey, user friendly, stock shelves, etc. Need to figure out how to dispose of outdated books as they are "funds spent", can't just throw them away. The librarian is motivated for this project. Increased funding/sponsors needed.
- Mr. Phillips does not have any specific ideas/plans for future speakers, however, in the past he has brought various performing arts to his schools that are appropriate for all grades. He would like enrichment programs to be "inspiring" and "have a powerful impact" on the students. Mr. Phillips welcomes suggestions of enrichment that has worked well in the past.
- Golden Spoon - question if this program works or not, is there an alternative? Lunch seating continues to be an issue with students

**Next Meeting will be October 22, 2019 at 6:30pm in the Middle School Library**

Motion to adjourn was made at 8:17 pm.