



WILMINGTON MIDDLE SCHOOL PAC MINUTES

Minutes for meeting held on:

October 27, 2020 via Zoom

The meeting was called to order by Heather Long at 7:32 pm.

In attendance: 2 board members, 1 interim principal (Dr. Quirk), 1 assistant principal (Mr. Caira)

Approval of Agenda and Minutes

Welcome

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

- Successful start of full hybrid model this week with cohorts A & B students returning to school buildings
- Homework, Art, Acapella, and Sports after school programs will be announced and will be virtual
- Circle of Values/virtual PAWS: students will be able to nominate a staff member who demonstrates the school's core values
- Need to work on traffic flow with drop off/pick up due to a significant increase in car riders vs. bus riders; Working with the transportation coordinator to help facilitate procedure. Heather L. will post graphic on FB page.
- The number of mask breaks seem to be acceptable to the students
- Opportunity to change from remote to hybrid will be in December
- Virtual Parent-Teacher conferences November 18th, similar to open house
- 6th grade has 2 houses vs. 3 (Discovery and Explorer) for staffing purposes
- Final staffing continues to be in the process of being resolved
- No school pictures this year; Dr. Quirk is working on possible alternatives
- Report cards will go out end of January and last day of school
- Dr. Quirk is working on sending out a Wednesday newsletter to parents, Heather L. will send PAC info to be included in the newsletter

Treasurer's Report: Heather Long (interim treasurer)

- \$402 from Direct Donation to be deposited

Fundraising:

- **Apparel Sale** (Heather Long):
 - <\$200 in sales
 - Ends Sunday November 1st
 - Other schools/athletics have been running apparel sales also adversely affecting sales
- **Box Tops** (Heather Long):
 - Seems to be forgotten, ? if app is being overlooked or people just don't want to take the time
 - Approx. \$13 to date
 - Need to increase awareness beyond FB and PAC website
 - Maybe we can get students involved by asking them to download the app and scan parent receipts, Dr. Quirk agrees this could be a possibility. Heather L. will research this further. Heather L. will post reminder info on FB for parents to use the app. Key component missing is that we do not have any incentive for the students to help out; ie making it a competition like it was done in the past

Open Discussion:

- Dr. Quirk asked if PAC could allot funds for "virtual" field trip, guest speaker and/or author visit. Possibly have book discount for students. She is working on paperwork to approve programs.
- Dr. Quirk suggested promoting Direct Donation at Parent Teacher conferences, ie in the banner at the bottom of Sign Up Genius
- Mr. Caira suggested collecting can tops, Dr. Quirk asked him to promote this with the 6th graders during lunch
- Mr. Caira expressed how much the Sweet Treats event for teachers is well loved and appreciated. To start planning this, minimally we will plan on delivering all decorations and food items to the school to be set up by the staff since outside visitors are not allowed in the building. The PAC would also need to individually wrap all food items. The PAC will work on starting to get donations and revisit at the next PAC meeting.
- Lifetouch will not accommodate outdoor student pictures

Next Virtual Meeting will be November 30, 2020 at 7:30pm

Motion to adjourn was made at approximately 8:04 pm.

These are our income and expenses since 9/29/2020 and current balance.

INCOME AND EXPENSE REPORT	
Starting Balance as of 9/29/20	\$5,742.46
Income from 9/29/20 to 10/25/20	
Expenses from 9/29/20 to 10/25/20	
Ending Balance	\$5,742.46

Wilmington Middle School PAC
TREASURER'S REPORT
October, 2020

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

YEAR BUDGET VS. ACTUAL			
Income		Budget	Actual
	Beginning Balance on 7/1/2019	\$5,670.47	\$5,670.47
	Deposit A Gift TO DATE (Available)	\$2,000.00	\$402.75
	2020 Fall Apparel Sale	\$200.00	
	2021 Spring Apparel Sale	\$200.00	
	Total	\$8,070.47	\$6,073.22
Expenses			
	Deposit A Gift Platform Fee	\$0.00	
	Teacher Sweet Treats (Dec.)	\$200.00	
	Teacher Luncheon (May)	\$1,500.00	
	Box Top Prizes		
	Yearly State Tax Filing	\$18.50	\$18.50
	Total	\$1,718.50	\$18.50
Surplus or (Deficit)		\$6,351.97	\$6,054.72

INCOME DETAIL	
Beginning Balance on 7/1/2019	\$5,670.47
Deposit A Gift (2019-2020)	
9/10/20 deposit	\$90.49
Total Income	\$5,760.96

EXPENSE DETAIL	
IRS Renewal	
9/16/20 2019 MA state tax filing (online)	\$18.50
Total	\$18.50
Total Expenses	\$18.50