



# WILMINGTON MIDDLE SCHOOL PAC MINUTES

## SEPTEMBER 28, 2021 VIA ZOOM

The meeting was called to order by Jen Jackson at 7:36 pm.

**In attendance:** 4 board members, Dr. Quirk (principal), Mr. Cairra (assistant principal), 10 parents

### Approval of Agenda

**Welcome:** Jen J. welcomed everyone to the first PAC meeting of the school year; attendees introduced themselves

### Principal's Report: Dr. Quirk

- @690 students in the building: 240 6th graders, 189 7th graders, 261 8th graders; less than in the past (>900)
- "Still ironing out lunch"
- First half-day tomorrow, CIT; students will work on iReady and data will be analyzed by teachers to assess reading skills
- There were 6 Q&A forms collected from parents/guardians:
  - \* Most questions were regarding lockers. Lockers are available to students now and they are able to ask to go to them whenever they want; they need to use a pass and sign out. Dr. Quirk will use the sign out sheets to monitor when they are being used.
  - \* There was a question about the student survey Dr. Quirk plans to send out about how the school year is going for them. She would like to do this once per quarter.
  - \* One parent had a concern that there is not a lot of interaction among students. Dr. Quirk feels there definitely is especially at lunch and during gym.
  - \* Dr. Quirk will formally type Q&A out to include in the meeting minutes
- Student Council returning this year

### Treasurer's Report: Shannon Sheridan-Geldart

- Current balance \$5051.34
- Two purchases made: ice cream for 6th grade Ice Cream Social/scavenger\* (Aug. 19) and 6th grade goodie bags;  
\*note: a lot of ice cream was left over
- \$75 Deposit-a-Gift
  - \*Dr. Quirk has learned this is not a district approved platform; wording may need to be altered (Shannon).
    - \*\*Fundraising cannot be for teacher requests.
    - \*\* May need to use Snap Raise or something similar instead
    - \*\*Dr. Quirk will find out if Venmo can be used.
    - \*\*Potential profit loss with other platforms.
    - \*\*Can checks be written directly to the PAC?

### Open Positions:

- Need volunteers for **Publicity Coordinator** and **Fundraiser Coordinator**; Meg DiSchino (may be) interested in Fundraising Coordinator (vote at next meeting)
  - \*post-meeting addendum: Melissa Gavegnano has volunteered to be publicity coordinator (vote at next meeting).

### Apparel Sale: Shannon Sheridan-Geldart

- Carmen Pugliese is point of contact
- October 15-29th
- Orders will be ready for pick up before winter break
- Store sale page will be forwarded to Dr. Quirk and Justine P.
  - \*Dr. Quirk concerned WMS apparel sales competes with intown sports apparel sales. What can WMS sell that

would set it apart from other sales?

**\*\*Meg D.** suggested offering diy "tie-dye": PAC would supply all tie-dye materials (ie bleach in a spray bottle) and vinyl Wilmington cutouts, kids pay \$10 to tie-dye a Wilmington t-shirt or their own t-shirt

**\*Dr. Quirk** suggested a possible live apparel sale at the Parent Teacher Conferences November 18th. Question delivery by winter break. Shannon to inquire with her husband's company about making up items to sell at the conference.

### **Sweet Treats Day:**

- Tuesday December 21st
- Megan DiSchimo has volunteered to coordinate event. Thank you.
- Melissa Gavegnano has volunteered to help Megan with this. Thank you.
- Per Dr. Quirk, decorating and set-up can be done the day before/set-up by 7:15 am in the teacher's lounge
- Use the \$200 GC Wegman's has donated
- Jen J. requests having store bought treats only in lieu of homemade items
- Parents/guardians will be able to volunteer via "Sign-up Genius" closer to the event date

### **Teacher Appreciation:**

- May 4th
- 130-140 staff members
- Nurse Appreciation is during that week as well; 2 nurses at WMS
- Julie Hall said she has made gourmet cupcakes for teachers over the last 8 years and will be happy to make them this year if PAC would like her to. Thank you.
- Katie Michaud suggests doing something every day during Teacher Appreciation Week vs 1 day; Dr. Quirk said she has done something similar in the past and the teachers really enjoy and appreciate it. For instance, make labels and put them on individually wrapped food items or give out raffles for larger prizes she has purchased from Amazon.
- Dr. Quirk/Mr. Caira said food trucks are popular as well

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

- Enrichment Program(s):
  - \*Dr. Quirk would like to have an outdoor activity again this year; the Dog Show last year was a fun and positive experience and made great use of the school field
  - \*The 8th grade dance was held outside last year with music, pizza and yard games and Dr. Quirk would like to do something similar for all grades
- Dr. Quirk feels the 8th grade students like the t-shirts they traditionally receive at the end of the year; the 6th grade t-shirts given out at the ice cream social/scavenger hunt this past summer was well received
- Possible "goodie bags" for the 7th and 8th graders during MCAS? Ideas are encouraged.
  - \*post-meeting addendum: suggestions include Wilmington stickers and pens, stickers and pens with graduation year and logo, stress balls, gum/mints, mini gatorade or water.
- Jen J. reported there have been requests for the PAC meeting to start earlier if possible. Group as a whole in favor of a 7:00 pm start time for future meetings.
- Suggestions to thank volunteers throughout the year: card? other?

**Meeting adjourned 8:52 pm**

**Next PAC Meeting scheduled for October 26,2021 at 7:00 pm via Zoom**

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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
Ending Balance		
		\$4,665.52

**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	\$5,670.47	\$5,670.47
	Deposit A Gift TO DATE (Available)	\$2,000.00	
	2020 Fall Apparel Sale	\$200.00	\$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 \$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 \$1,411.00</b>	