

Newburyport PTO Board Meeting Minutes

Held virtually via Zoom

1/12/2021

7:00pm

Board Members Present: Andrea Eigerman, President; Trish Boateng, Vice President; Pam San Antonio, Treasurer; Shannon Cormier, Assistant Treasurer; Christine Cioffi, Secretary; Joanna Fernandes, Cultural Enrichment Co-Chair; Melissa Bouse, Communications Chair; Katie Suchecki, Nock VP; Amy LeBlanc, Pre-K/K VP; Alli Teneriello, Pre-K/K VP; Pam Jamison, Bresnahan Teacher Rep

Meeting called to order at 7:00pm by Andrea Eigerman, President.

- I. President/Vice-President Report and Business (Andrea and Trish Boateng)**
 - A. Andrea informed the Board that all teachers received the NEF Teacher Tributes the PTO funded.
 - B. Keyboards were requested by Cathy Shephard, Music Teacher at the Molin/Nock schools. The PTO agreed to cover the cost of 15 keyboards. A discussion will be held as to which budget line item it should be applied to.
 - C. Bylaws
 - a. Andrea shared Anne Enaire's (Molin Teacher Rep) thoughts on the Bylaws. Anne suggested that one of the Co-Presidents be a teacher, so that teachers are represented on the Executive Board.
 - b. Pam Jamison offered that perhaps the parent school reps be renamed from VPs to "reps".
 - c. Pam San Antonio suggested that the Executive Board be made smaller so that it can be more agile.
 - d. The Board discussed the pros and cons of posting the Board minutes. It was decided that they should be posted.
 - e. The PTO's objectives were discussed. It was questioned as to why "scientific" is a described purpose of the PTO.
 - f. Voting methods were discussed. Online voting will be added.
 - g. A quorum will be nine members.

h. Andrea thanked everyone for their input. She will consider all of these suggestions and will make appropriate edits to the Bylaws.

D. Conflicts of Interest

- a. A member suggested having the Conflicts of Interest Policy reviewed by an attorney. Andrea indicated that she will take care of that.
- b. The Board discussed Trish's role on Newburyport Youth Services as a social worker and that occasionally there may be a conflict of interest there. Trish will excuse herself from decision-making on those matters.
- c. Andrea also disclosed that her husband is on the City Council and whenever a matter comes up that may be or may appear to be a conflict of interest that she will excuse herself from decision-making at that time.

II. Funding Proposals (Andrea)

- A. All funding proposals were tabled.

III. Next General Meeting (Andrea)

- B. Possible topics for the General Meeting next week were discussed. The Board agreed that the focus should be on the PTO's objective to act as an advisory board to the school principals. Andrea will invite the principals to attend and share their pain-points/ideas/requests with the PTO.

IV. Treasurer's Report (Pam San Antonio)

- A. Pam indicated that the accountant is still working on the PTO's non-profit status forms.
- B. Pam then walked through the Profit and Loss Statement. She specifically mentioned the \$750 cost for the keyboards at the Molin/Nock and that the cost will likely be pulled out of "hospitality".

V. Little Library (Melissa Bouse)

- A. Melissa informed the Board of a parent's effort to fund a little library on the Bresnahan grounds. She has started a "Go-Fund-Me" account to raise money for the structure and books. It will be installed in the spring and will offer children's books. Melissa stated that the PTO has been asked to provide some funding for this effort. The Board advised that Melissa verify that this effort has been approved by the Bresnahan. No funds were offered at this time.

VI. Nock Parent VP Update (Katie Suchecki)

- A. Katie stated that on Friday she received permission from the school nurses and principals to move forward with teacher appreciation efforts. Refreshments will be provided by Chococoa to distribute pastry and coffee at the Molin and Nock. The cost is approximately \$400.
- B. Katie also mentioned the Candygram project. Each one is \$5 to purchase. The entire profit, less expenses, will be donated to a charity. In the past, it has gone to the Beacon Coalition. A Board member mentioned the nurses' emergency fund. Also the Pettengill House was offered as an

option, but there would need to be assurance that Newburyport families would be served with that money. The Salvation Army was also suggested. If anyone has a preference, please let Katie know.

VII. Pre-K/K Parent VP Update (Amy LeBlanc)

Amy indicated that she is working with Amy Sullivan on the 100-day celebration. We are around the 70th day currently, therefore it is anticipated that this will fall in early March. The Remote Academy will also be included.

VIII. Cultural Enrichment (Joanna Fernandes)

The Molin Grooversity virtual assembly went really well. Joanna learned that teachers have to be included in the guest count now because the cost is by how many Zoom log-ins there are.

We are looking into two other possible assemblies, where a down payment was made before school closed in March of 2020. Both of these assemblies can be rescheduled as virtual assemblies: Valerie Tutson, storyteller, and Brent Daniels, music technology performer.

The Board meeting in February will be held via Zoom on February 9.

Meeting adjourned at 8:30pm.

**Highlighted items require follow-up work to be performed.*