

**Millville Elementary School Parents Association
Minutes for September 11, 2008**

I. Attendance

Peggy Fowler	Kathy Stearman	Diane Homand
Kim Milliken	Cristen Flanagan	Valerie Hilliard
Kim Fuller	Lynnea Jackson	Kara Kirby
Amy Thistle	Lisa Cournoyer	Elaine Provost
Kelly St. Gelais	Kari Pisano	Michelle King
Cindy Jolicoeur	Eileen Tetreault	

II. Introductions – Welcome

III. Standard Reports

- A. Secretary’s Report for June – read and accepted
- B. Treasurer’s Report – read and accepted

IV. Old Business

A. Field Trip Buses

\$3,000 was set aside for 2008-2009.

B. Kindergarten Graduation

A working budget of \$100 was set aside.

C. 5th Grade Celebration

- 1. A working budget of \$1,500 was set aside.
- 2. The format for next year’s celebration was tabled to a future meeting.

V. Communication and Membership

A. Newsletter – Cristen Flanagan

- 1. Cristen prepares 3 or 4 hard copies a year plus emails supplements throughout the year.
- 2. Newsletters will be placed on the website when it is up and running.

B. MESPA Website – Peggy Fowler

The completion deadline is the end of September. Peggy will send an email when the website is running.

C. MESPA Grade Parent – Peggy Fowler

- 1. MESPA wants a MESPA member to be the contact person for each grade.
- 2. Kathy will prepare letters for the grade parent to send out to the parents introducing themselves and to also provide contact information.

D. Volunteer Coordination – Kathy Stearman

Kathy will send out a volunteer request form.

E. Welcome Committee – Julie Kearnan

This committee is designed to make new people feel comfortable. Julie sent a welcome note to new parents who attended the Kindergarten Tea & Tour.

F. MESPA Folders – Kim Fuller

These folders contain a wealth of knowledge. Most activities are repeat activities. These folders were created so the same format can be followed each year. Electronic folders are in the process of being prepared.

VI. New Business and Upcoming Events

A. Meet the Teacher’s Night – Kim Fuller (9/18/08)

1. Kim will have a table with information about MESPA and will also greet parents.
2. She will have candy and will also sell 50/50 raffle tickets for the Millville Mall.

B. Lunch With the Principal – Cindy Nordquist

1. This will be Cindy’s last year as chairperson for this committee. She is looking for someone to shadow her and take over for next year.
2. A working budget of \$500 was approved.
3. A volunteer is needed to host the lunch on October 16 from 11:15 a.m. – 1:10 p.m. If you are interested please contact Cindy.

C. Power to Save – Cindy Jolicoeur

1. The school is taking the US EPA’s Energy Star Challenge to improve their energy efficiency. National Grid did a lighting and mechanical audit for the school. The audit showed if the school makes improvements it will save \$36,000. The school can enroll their costs in their bill.
2. The kick off date is October 1. There will be a kick off in the morning for kids and an event later that evening for the community.
3. Newsletters will be sent home every month. There will be raffles, school activities, and a poster contest. The winner of the poster contest will have their artwork advertised in the newsletter. One of the prizes includes passes to the Ecotarium.
4. There will be a table set up at most school events with raffles and door prizes. Many donations have been received from businesses.
5. Information will be posted on cable. There will be weekly energy tips and will also be advertised in the paper.
6. Trying to get press coverage for events.

D. Community Reading Day – Kim Milliken/Valerie Hilliard

1. We are waiting for the school to set a date.
2. The school will send out letters looking for volunteer readers.
3. A working budget of \$1,200 was set aside.

E. Millville Mile – Cindy Nordquist/Julie Kearnan

1. This event is scheduled for October 31.
2. This is Cindy’s last year as chairperson for this event. Julie will shadow Cindy and take over for next year.
3. Cristen F. and Julie volunteered to help with this event.

F. Millville Mall – Kari Pisano/Kim Milliken/Lisa Cournoyer (11/7/08)

1. Kari obtained a permit for the 50/50 raffle and will check to see if this can be used for the whole year. The raffle will be drawn the night of the Millville Mall.

2. A flyer will be sent home for raffle ticket sales.
3. Looking for new volunteers to shadow this event and perhaps take over for next year.

G. Variety Show – Kari Pisano/Kristen Emerson

1. The committee has been meeting offline.
2. A flyer will be sent home for auditions and sign ups which will take place starting in October. Parts will be found for people who do not have prepared acts. 16 volunteers are needed for various jobs.
3. Casting will be in December and rehearsals will begin the end of the year.

H. Micro Grants – After School Clubs

1. Teachers were asked to get in their requests early.
2. MESPA will try to approve one session per teacher.

VII. Committee Updates

A. Banking – Patrice Pickering

1. Patrice is looking for a Co-Chair.
2. Volunteers are needed on Friday from 11:15 a.m. – 1:00 p.m. If you are interested please contact Patrice.

B. Cultural – Tammy Austin

1. The Millville Cultural Council provided funding for the Kaleidoscope Theatre scheduled for September 18.
2. Tammy is in the process of writing two grants.

C. Fundraising – Peggy Fowler

1. Year-long Fundraising

a) Box Tops for Education – Kathy Stearman

The box tops are sent in twice a year. Kathy will mail out the box tops by October 30.

b) Campbell's Labels for Education – Cindy Rainone

Peggy will speak to Mrs. Tetreault and see if the school wants to continue with this program.

c) Nestle Water – Go Play – Kari Pisano

By collecting Nestle labels the school can obtain free gym equipment or receive payment for field trips buses. Needs final approval from Mrs. Tetreault.

2. Fall 2008

a) Meadow Farms Catalog – Peggy Fowler

The fundraiser this year is a catalog because the school has not done a catalog fundraiser in three years. The profit to MESPA is 50%.

b) Meat Raffle and Spaghetti Dinner – Julie Kearnan & Cristen Flanagan – 10/24/08

- i) There have been several off line meetings.
- ii) This event is sponsored by the Knights of Columbus.
- iii) Lenny is taking care of everything. A movie will be shown for the kids during raffle time.
- iv) Need paper products and tablecloths.

D. Recess – Michelle Belanger

1. A working budget of \$360 was set aside.
2. A flyer will be sent home looking for gently used games.
3. The blacktop was painted over the summer.

E. Yearbook – Kim Fuller/Michelle King

1. Kim will contact Jay to get the updated software version.
2. There will be no class pictures this year only portraits. The 5th grade panoramic picture will be taken in the spring.
3. Need to meet with Mrs. Amons and Mrs. Tetreault to decide the theme. The theme will possibly have something to do with the Power to Save Program.
4. The school picture day is scheduled for Monday, September 22. Amy Thistle and Kelly St. Gelais will volunteer.
5. The school was offered a new free digital camera for booking the photographer on a Monday.

VIII. Correspondence and Other Matters

A. Wojicks Farm – Cristen Flanagan

This is not a fundraiser. It is a community event scheduled for September 28 from 2:00 p.m. – 4:00 p.m. Maze tickets are \$5 and apple picking is \$3.

IX. Mrs. Tetreault's Requests and Comments

A. Mr. Isenberg had the following requests:

1. Not to exceed \$100 for supplies for the mileage club;
2. Not to exceed \$210 for medals and ribbons for Jump Rope Olympics;
3. No to exceed \$180 for medals and ribbons for the Millville Mile;
4. Not to exceed \$60 for ribbons for Grade 1 Math Olympics;
5. \$15 for digital processing; and
6. \$300-\$400 for Bayside Skippers in the spring.

The Bayside Skipper request was tabled pending the possibility of receiving grant money. It was noted that there was still money left over from Mr. Isenberg's previous requests. MESPA approved \$490 for Mr. Isenberg's requests.

X. Our next meeting is Thursday, October 1, 2008 at 7:00 p.m. in the library.