

Wynn School PAC
Meeting Minutes
Monday, May 11, 2020 at 6:30 PM
Zoom Meeting Held

Attendance

Carolyn Gaglione- Co- Chair
Lynette Montejo - Treasurer
Mr. Weir - Principal
Debra Contardi
Bridgette Garabedian
Paige Impink
Christine Paquette

Welcome

Carolyn welcomed everyone to the PAC meeting. Meeting began at 6:30PM.

Minutes

A **Motion** by Lynette Montejo was made to approve the January 2020 meeting minutes. The motion was **Seconded** by Paige Impink. January 2020 Meeting Minutes **Approved**.

Financials

1. Cash balance at 5/11/2020 is \$8,288.48. With current budgeted items, ending cash for the year estimated to be \$4,261.
2. Fundraising activities: None. Changes to budget amounts as noted in PURPLE to expected cashflows through the end of year.
3. Budgeted expenditures: Recommendations for budget changes below. Net changes would result in ending cash of \$5,741.
 - (1) Recommend the return A&E Budget of \$800 for Earthview to General funds.
 - (2) Recommend we vote to reserve \$2,500 Principal's Wish List to FY 2020/21 for the purpose Maker's Room inventory that may already be in progress.
 - (3) Recommend the return unused \$500 from Hospitality to General funds.
 - (4) Recommend the return unused \$180 from Landscaping to General funds.
 - (5) Discuss use of \$1,000 8th Grade EOY budget for other uses or vote to return to General funds. See cash flows this year BELOW for discussion.
4. Actual receipts (under "Planned Fundraising") for the period includes receipts Amazon Smile \$17.62.
5. Actual expenditures for the period includes a payment of \$1,300 for Shakespeare event (Carolyn to discuss options) and \$443 for cash box for bookfair.
6. Review ending cash: Budget for ending cash without any recommended changes is \$4,261. Budget with recommended changes is \$5,741. Remaining expenditures from existing cash of

\$8,288 is (1) scholarships of \$500 and (2) 8th Grade \$1,000; leave \$6,788 in ending cash with \$2,500 reserved for Principal's List for ending cash of \$4288.

Committee Updates

Box Tops- Carolyn has included directions on Facebook and in Weekly Updates on the process now to scan Box Tops. \$92 of Box Tops have been submitted with reimbursement in the Fall 2020.

Arts and Enrichment- Musuem of Science Traveling Programs- Dynamic Earth: Heat Flow was held on March 5th for 7th grade and Motion Forces and Energy was held on March 3rd for 8th grade. These programs were well received by both teachers and students. The grant application has been submitted for reimbursement of \$950 from the Tewksbury Cultural Council Grant Award. The Earthview Arts and Enrichment Program has been cancelled due to Covid-19. This program had not been paid for. The Shakespeare Company Arts and Enrichment program that was scheduled for May 15th has been cancelled and this had been paid in full (\$1700). An email was sent to Carolyn asking if this could be made a donation or did, we want to reschedule for the 2020/2021 school year. This was discussed and we are going to ask the company for \$1000 back and \$700 can be held for a performance in the 2020/2021 school year.

Hospitality- The Soup and Salad Day for staff on Wednesday, February 12th went very well. The teachers appreciated the lunch.

8th Graders- \$1000 has been put back into the budget that is spent on the buses to send the 8th Graders to Canobie Lake Park. Front lawn signs were looked into but the cost is a lot more than \$1000 and we do not have enough in the budget to cover the rest. A suggestion was to put together something little for them when they pick up locker belongings. After some discussion a suggestion was made to put the money towards the Class of 2024 at Tewksbury Memorial High School and Shawsheen Technical High School. A **Motion** by Carolyn Gaglione was made to donate a \$1000 to the Class of 2024 at Tewksbury Memorial High School and Shawsheen Technical High School (the \$1000 will be split between the 2 schools based on the percentage at each school from this class). The motion was **Seconded** by Lynette Montejo. All in favor and **Motion Approved**.

Scholastic Dollars and Book Fair- The Book Fair was held March 9th-13th. The book fair is going to be packed up by Mr. Weir and Mr. Long and Scholastic will pick up. Approximately \$800 in Scholastic Dollars was spent during the Book Fair to purchase books for teacher's classrooms. Carolyn will send Mr. Weir the Scholastic Dollars catalog to determine if there is anything that can be purchased for the school. We have approximately \$2200 in Scholastic Dollars to spend.

Scholarships- The Wynn PAC will provide 2 \$250 Scholarships. The winners are Alexia Chesbrough and Kaitlyn Staskywicz. Lynette will send checks to both winners.

By-Laws- A **Motion** by Carolyn Gaglione was made to approve no changes to the By-Laws. The motion was **Seconded** by Lynette Montejo. All in favor and **Motion Approved**.

Vote Chairperson's and Treasurer for 2020/2021 School Year

Co-Chair- Christine Paquette

Co-Chair- Bridgette Garabedian

Treasurer- Debra Contardi

A **Motion** by Carolyn Gaglione was made to approve the above Co-Chairs and Treasurer for the Wynn PAC for the 2020/2021 School Year. The motion was **Seconded** by Lynette Montejo. All in favor and **Approved**.

Carolyn thanked everyone for attending the PAC meeting.

Motion to end meeting made, and **Seconded**. Meeting adjourned at 7:45 PM.