PAC Meeting Minutes
Meeting Date: May 7, 2008

REMINDERS

Next PAC Meeting Thursday, June 5, 2008 7:30 pm Dewing School Library

DECISIONS AND/OR VOTES

#	MOTION	FIRST	SECOND	VOTE RESULT
1	Accept the April 2008 minutes	L. Gill	T. Ward	Approved
2	Accept the financial for April 10th – May 7th	L. Gill	T. Ward	Approved
3	Vote on Keeping Kristen Polimeno, Loretta Ryan, Arthy Bennett and Melissa Lane in their current positions. No one is running against them.	M. Butler	S. Pothier	Approved
4	Motion to Approve the purchase of Ellison Dye Cuts	M. Arsenault	T. Ward	Approved
5	Motion to fulfill Staff Request for two Fans (approx $40 ea.)	M. Arsenault	S. Pothier	Approved
6	Motion to Adjourn meeting at 9:00 p.m.	S. Pothier	M. Arsenault	Approved

MEETING AGENDA

TOPIC	DISCUSSION LEAD
I. Introductions/Welcome	Loretta Ryan/Krissy Polimeno
II. Mrs. Ronan's update	Mrs. Ronan
III. Vote on Minutes from April Meeting and Board Positions	Melissa Lane and Krissy Polimeno
IV. Selection of Dewing PAC Scholarships	Arthy Bennett
V. Review Financials	Arthy Bennett
VI. Fundraising	Loretta Ryan
VII. Other Events and Activities	Krissy Polimeno
VIII. Questions/Comments	Krissy Polimeno

ATTENDEES

Officers

Attended	Role	Name	Email Address
Yes	Chairperson	Krissy Polimeno	philandkristen@comcast.net
Yes	Vice Chairperson	Loretta Ryan	macnmad@comcast.net
Yes	Treasurer	Arthy Bennett	Bennetts2000@yahoo.com
Yes	Secretary	Melissa Lane	mdlane117@comcast.net

Members: The Secretary retains the attendance list. It is not distributed with the minutes.

Dewing PAC Meeting Minutes
May 7, 2008

I. Introductions/Welcome

- Loretta Ryan called the meeting to order at 7:35 p.m.
- Retirement gifts for Mrs. Ronan and Mrs. McSheehey were discussed. A copy of the mural being created for Mrs. Ronan's retirement was shown to the group.

II. Mrs. Ronan's Update

- Mrs. Ronan informed the group that a new Principal has been hired. His name is Mr. LaRoche. She is trying to set up some time with him to come to the school for a visit. It was mentioned that perhaps he would be attending the Ice Cream Social. She is also expecting him to attend the Kindergarten Expo on May 15th.
- Mrs. Ronan also shared with the group that she was awarded a citizenship award at the last School Committee Meeting. All of the PAC Board Members were at the meeting and were able to see her receive the award.
- A mural will be constructed at the Dewing School in Mrs. Ronan's name and paid for by the PAC. She expressed her delight in beginning to work with the artist soon.

III. Vote on Meeting Minutes and Board Positions

- The meeting minutes from March were distributed via email and available on the website. Copies were also available at the meeting.
- The minutes were unanimously approved.
- Krissy Polimeno explained to the group that all of the board members were still interested in running for their current positions and that there have been no other individuals expressing interest in running for the positions since it was announced at the March meeting. All in attendance were in favor of keeping the positions the way they were. Maggie Butler and Sandra Pothier both approved the motion to keep the positions as is.
- It was also mentioned that the By-Laws be changed to include that all Board Members must commit to a 2 year terms when they are voted in. This suggestion will be considered next year when changes to the By-Laws are voted on.

IV. Selection of Dewing PAC Scholarship Recipients

- 32 Applications were received from Tewksbury High School. Two applications were received from Shawsheen Tech.
- Arthy discussed the criteria for the Scholarship. The applicant must be a former Dewing School student and must be attending college next year.
- Sandra Pothier drew names randomly from a cup. Kristen Judge and Melanie Cross were chosen as recipients for the High School and Katlin Robinson from Shawsheen Tech.

V. Review of Financials – April through May

- Review of financials from April 10 – May 7th.
- Income ($2,244.89) from: Gift Card Sales, April School Store, Dewing Kitchen Loose Change Collection and one day of the Book Fair.
- Disbursements ($17,703.45) for: Hospitality, 2 Fun Hoops, Spaghetti Dinner supplies, Gift Cards, School Store supplies, copier leasing and Ice Cream Social.
- Arthy reviewed the Income and Expense statement. The current balance is $14,384.42. The total of outstanding commitments (e.g., Field Trip Buses, Copier Lease, Staff Requests) is $5,734.51. Total funds available are $9,009.91.
- The financials were approved (see vote above). The Treasurer retains the official financial reports. Financial reports furnished upon request to any PAC member.
- Arthy discussed 1st Grade Teachers' request for two oscillating fans. The motion was approved. See votes above.

VI. Fundraising

- Loretta Ryan gave an update on the 3rd Round for the Gift Card Fundraiser. This round made approximately $1,200. She will continue to look for more vendors between now and when the fundraiser kicks off again next Fall.
- Loretta Ryan reported on Got Books. The bin was just emptied and she is awaiting a check from them. She is also going to request more signs to go out by Andover Road to draw people in.
- Loretta Ryan reported on Campbell's in Michele Beckman's absence. Michele has ordered the balls and they will be delivered in early May.
- Loretta Ryan reported on a BoxTops University Seminar she attended with Michele Arsenault. They received a lot of information there on upcoming promotions. More information will be made available, as the dates get closer. In addition she reported recently receiving a check from BoxTops in the amount of $1,174.86. She will be doing a Sail Into Summer Contest and then will send home summer collection bags too.
- Loretta Ryan reported on the Dine-out Events in Ginny Perron's absence. The final Dine-Out Night of the year will be May 28th at McDonalds.
- Melissa Lane reported on Square One Art. The sales are doing terrific and it will be expected to be a great fundraiser for the school.
- Krissy Polimeno reported on the School Store in Kerry Quinn's absence. A request has been sent to Mrs. Ronan by Kerry Quinn to do a special School Store for just Kindergarten classes at the end of May. Mrs. Ronan did approve the request. The June School Store will have a Summer Fun Theme. Volunteers are **urgently needed for Thursday School Store days**. Anyone who can donate a few hours on Thursdays should contact Kerry Quinn (kaquinn97@msn.com).
- Loretta Ryan and Krissy Polimeno reported on the Book Fair in June Patterson's absence. The first day went very well. And this year the students will each receive a free book valuing $3.99 or less. At the end of Friday Night's Book Fair we will be fulfilling Teacher Requests for books.
- Krissy Polimeno reported on the Ice Cream Social in Linda Bednarik's absence. The plans are coming along well but volunteers are still needed. Newspapers will be contacted to take some photos.

VI. Other Events/Activities

* Melissa Lane reported on the Reading Marathon Finish Line Celebration. The event was a huge success for the kids. All of the classes receiving 100% participation stood and were recognized. Mrs. Ronan treated the kids to her hoola hooping skills by hoola hooping 26 times around to symbolize the 26 days of reading they all accomplished. The winner of Wicked Cheesy Family Meals was Mrs. Yore's class. All children were invited to run through the finish line in the front of the school while the Rocky Theme Song played.
* Lisa Gill reported on the Staff Luncheon on May 22nd. They seem to have a nice amount of volunteers but could always use more. They are still in need of desert donations. There will be a lot of raffle prizes and Susan Timmons will also be doing Mary Kay hand treatments on the teachers. Volunteers are requested to wear black and white. In addition anyone donating food is requested to include the recipe with ingredients on the dish for allergy purposes. All food donations should arrive by 10 a.m. and if it is a hot dish it should arrive hot. If you have any questions you may contact Ginny Perron at ginjudemattari@comcast.net.
* Krissy Polimeno updated the group on the town-wide fundraiser called Tewksbury Rocks. It will be held on June 21st from 2 to 10 p.m. and the Dewing School will be working with Kim Sheehan at on the food part of the event. All the money raised will go towards technology in the schools particularly SmartBoards.
* Maggie Butler reported on the 4th Grade Celebration. It will be held on 6/13 with a rain date of 6/16. The theme will be TV. The children will be receiving T-Shirts and Memory books. Inviting the inclusion class located at the North Street was discussed. This year they will not be invited because they do have a celebration at the North Street School.
* Krissy Polimeno told the group about a former Dewing School student who is going to Columbia this summer to visit an orphanage to donate craft supplies and other creative needs. She is doing this to receive a Gold Metal Award for Girl Scouts. She was also herself adopted from this orphanage. She has requested a donation from the Dewing PAC. The PAC members at the meeting decided it best not to donate since this would set a precedent since the PAC is not able to support every individual's goals. She will be directed to speak to Mrs. Ronan.
* Arthy Bennet discussed a request made by Shawsheen Tech to make a donation to their All Night Long Celebration from seniors. The group decided not to donate because the Dewing PAC already gives them a scholarship.
* Loretta Ryan told the group about DI's fundraising Cash Calendar and car wash. It was decided that this was something which needed to be discussed with Mrs. Ronan by DI because if was not a PAC issue.
* Arthy Bennett brought up the request from a PAC Member (Paige Impink) to purchase 2 Dye Cuts (library & Book) for the Elison Machine to use for next year's Library Card Drive. The purchase would total $80. The motion was approved.
* Krissy Polimeno also shared a wonderful letter from Mrs. Marsh who suggested the PAC raise funds next year for more SmartBoards at the school.

VII. Questions/Comments

* No one had any additional items to discuss.
* Meeting was adjourned at 9:00 p.m.
* Meeting minutes prepared and submitted by Melissa Lane.