



PTO Meeting Minutes
Date 03/14/2023

Officers: Nikki Champagne, *President*; Carolina Velasquez, *Vice President*; Maryann Linquata, *Treasurer*; Jacklyn Febles, *Secretary*;
Trisha Rushbrook, *Member at Large*

Attendance: Denise Sargent, Dawn Taylor

Agenda Topic	DISCUSSION	ACTION RECOMMENDATIONS	Owner	Target Date	
Welcome and Introductions	Maryann Linquata - Treasurer	None			
Treasurer's Report	Review and Reconcile outstanding items 501 (c)3- revocation and refile Non profit status revoked due to non filing of taxes Taxes- Previous filings, Prepare 990/PC1	Reconciliation in process Working on tax preparation	Maryann Maryann	04/2023	
Treasurer Position	Missing Property	Follow up with attorney on next steps	Nikki		

Old Business Non- Profit Events	<p>Red Sox - SOLD OUT - 75 tickets purchased in advance. PTO purchased for \$26 each and sold at face value. Additional tickets were purchased and sold out fast.</p> <p>Celtics- Group tickets in the club level are \$112, 32 tickets left, how to move these.</p>	<p>None</p> <p>Need to determine if we can give them back</p>	<p>Nikki</p>	<p>03/2023</p>	
Senior Events	<p>Scholarships-Guidance distributes scholarship applications. PTO has received 19 applications so far, the deadline is April 1. 4 - \$1000 scholarships are awarded. This is open to all Seniors, there are not limitations related to Seniors attending college. This money can be used to purchase equipment in their trade.</p> <p>Lawn Signs– purchased through Sardella’s Signs out of Wakefield. There are 400 Seniors.</p> <p>Distribution of signs–normally over April Vacation. Seniors or family members pick up signs</p> <p>Graduation-Balloons for graduation. Arch and balloon columns were purchased last year.</p>	<p>The PTO Board will review applications and make a decision by May.</p> <p>Requesting a proposal from Sardella’s</p> <p>Need Volunteers</p>	<p>Board</p> <p>Nikki</p> <p>Carolina</p>	<p>05/2023</p>	<p>X</p>
Teacher Appreciation	<p>Melanie to Chair Committee. PTO has posted for volunteers</p> <p>Monday, May 1-Coffee/Tea Station with Doughnuts</p> <p>Tuesday, May 2- The Whoopie Wagon truck</p> <p>Wednesday, May 3- Taco/Burrito Bar</p> <p>Thursday, May 4-Snack attack or Non alcoholic Margarita (TBD)</p> <p>Friday, May 5- Raffle Day- Vendor donations</p>				

Spring Raffle	<p>Spring raffle is run the 2nd week of May for a full month.</p> <p>Items donated to date:</p> <p>\$75 Home Depot</p> <p>\$125 Lowes</p> <p>\$75 McKinnons</p> <p>\$50 Dicks Sporting Goods</p> <p>Custom Made Corn Hole Set</p> <p>Cornhole Scoreboard & Drink Holder</p> <p>Spring Clean up by Elite Landscaping (\$250)</p> <p>Private Boston Harbor Tour</p>	<p>Still need:</p> <p>Gift Cards: markets, nursery, personal care</p> <p>Grill</p> <p>Cooler</p> <p>Outdoor furniture (cooler table, planter)</p>			
Summer Send Off	<p>Holy Cow Creamery has provided customized half pints of ice cream. ENSATS logo. These were distributed to underclassmen the last 2 years.</p> <p>PTO is open to new ideas and the PTO agreed it should be run by the PTO.</p>				
Welcome to Incoming Freshman	<p>Postcards made professionally for Accepted Freshman. General welcome to the school. Information on the PTO, Introduction to the FB page. Printed in March, go out in April</p> <p>Include the QR code which links the FB page</p>	<p>Coordinated effort with PTO and School Admin</p>	<p>Nikki</p>		
Next Meeting	<p>April 11, 2023 6:30-7:30 PM</p>				
