

Boyden PAC Meeting Notes
April 10, 2024 7:00pm
Co-Chairs: Julie Hassler and Lisa Conroy
Treasurers: Kelly Artamonov and Kristen Jefferies
Secretary: Elitsa Molles

- **Welcome, sign-in sheet: Lisa C**

- **Approve Treasurer Report: Kristen J**
 - \$36,000 budget balance
 - New metric included in budget (progress toward fundraising goal) to be more transparent with school community on how PAC spends the money it raises and to raise awareness of what PAC can and cannot do if the goal is not reached
 - Expenses: \$1000 for Len Cabral in May, \$200 for Harney's appearance on St. Patrick's day; 1st grade field trip \$1170; expenses for administrative items like phone bill, website fee charged every other year
 - Fundraising/assets: \$241 check from Minted, excess Venmo contributions \$150 with Parents Night out at a small loss now and extra \$25 for the Sweetheart dance; basketball clinic generated \$1950 (without accounting for cash); \$264 for school store purchases (March proceeds not included)
 - Not included: Broderick fundraiser that generated \$372
 - Budget approved

- **Budget and Fundraising: Lisa C, Julie H**
 - Walpole Wheel is suspended as too complex legally and logistically, a large source of income is gone (\$6000/year), how do we make up for that loss?
 - Will have meeting over the summer and discuss during the next/last PAC meeting how to reallocate resources and efforts
 - If interested, contact PAC: up to seven people can be part of the Budget Committee and work on that
 - We can hold raffles at live events to make up for loss (Trunk or Treat, Dance)
 - We need to see where we are overspending and be transparent: if targets are not met, events won't happen
 - We need to prioritize events that get volunteers and generate income like the Holiday Breakfast and Shop
 - Events like Trunk or Treat that generate income are great, but cannot happen if there are not enough volunteers

 - The Fundraising Committee (Amanda H and Tracey R) should reach out to Jessica Buss who has worked to organize the Broderick Gymnastics fundraiser and was working on a karate fundraiser as well
 - Can organize a Fun Run fundraiser in fall – 5K, combine with other schools?
 - The new platform (Future Fund) will be a one-stop shop with friendship directory, money collection, volunteering option so hopefully streamlining everything will help with organizing more “thons”, not spending time on “chasing money”

- Boyden Jibbitz fundraiser will be live soon!
- Basketball clinic was a success, Amanda and Tracey will reach out and organize another session for K-1st grade students capped at 30 kids for April 30
- We can reach out to track and field or other teams at WHS for more clinics
- We need at least 2 parents to volunteer for and help run each clinic

- **Cultural Events: Julie H**
 - Puppet show for K-1st grade on May 10, Len Cabral for 2-5th grade on May 16

- **You've Been Dogged: Julie H**
 - Julie taking it over, wants to start it earlier than last year (end of June) and give families a bit more time to move the signs
 - Start 1-2 weeks earlier, have 48 hours to move signs
 - Start spreading the word early May, the fundraiser to begin in May/early June
 - Signs are in PAC closet
 - Need to make flyers and send out several emails to remind families, as well as repeat reminders in the weekly update
 - Include the PAC website on the weekly update, as the PAC website contains links to all events/fundraisers that PAC organizes

- **5th Grade: Elitsa M**
 - Raised \$1720 so far
 - Might run another fundraiser: car wash, Crisp
 - Families will be charged \$10 to attend but who might need help can reach out to Mr. Dearborn and PAC
 - \$2000 approved for the PAC-sponsored 5th grade gift: the committee should proceed with sweatshirt order using these funds and Mr. Dearborn can help collect students' sweatshirt sizes
 - Invite for the end of year party almost ready to be included in student folders and emailed to teachers to distribute to families as well
 - Will also work on flyer/announcement for social media and the weekly update
 - Goal to distribute those right after April vacation
 - Ask on flyer/invite whether parents can share school portraits of their students to include in a slideshow at the event
 - Event booked and paid for, sub-committees formed for décor, food, party favors
 - Include all 5th grade parents: announcement was sent at the beginning of the year, appeared in most PAC meeting agendas, will also send emails to each teacher to distribute to classes for anyone who wants to get involved but was not able to yet
 - If any parents are interested in helping, reach out to Elitsa or PAC

- **Teacher Appreciation: Julie H**
 - Elizabeth, Tracey, Elitsa on the committee with Julie
 - If anyone wants to help, contact Julie H or PAC
 - School supplies Julie collected will be distributed to teachers as per their wish lists with left-over supplies going to special educators and staff
 - Breakfast will be served another day; will stock teacher cart a third day

- Espresso Dave as another idea? \$400 for 2 hours of specialty coffee service: Mr. Dearborn can pay for and organize that, likely this service will be booked for teacher appreciation week, however
 - Budget very limited
 - Sign-up genius for food donations and monetary donations to cover purchases with drop-offs the night before to designated houses – will go out April 22
 - Flowers for Friday/the final day?
 - Title Boxing can help with boxing classes or coupons for the teachers
 - Approved at the meeting was a budget of up to \$500 for teacher appreciation specifically, with amount depending on monetary donations each year
 - Should we have a separate fund for ad hoc purchases for staff (for ex. fridge)?
- **Running Club: Paula**
 - Running Club can be a fundraiser next year!
 - 66 students signed up so far, 75 student cap
 - Erica B will check on how much money has been deposited so far terms of paid attendance fees
 - Paula will order t-shirts with logo and 2024, will change year each successive school year but keep the design simple and price at \$10/shirt
 - Run House can generate invoice to be paid online for the t-shirts, text Kristen J with the invoice and other information
- **Field Day T-shirt Contest:**
 - Lisa/Principal Dearborn can write the note to send home with 5th graders to start the contest for an image to go on field day t-shirts
 - Lisa C will arrange the entries so that teachers can vote on them without knowing which students submitted them
 - Kelly Crabbe will order the shirts from Run House once the image is selected
- **Principal Updates: Principal Dearborn**
 - Principal Dearborn wants to commend the staff and students for doing an amazing job with several challenging situations at the school the last week or two: everyone did amazing with changes in dismissal, quick thinking, concern about classmates and teachers, listening to adults and following the new directions; the staff did a fantastic job with unplanned situations
 - MCAS: ELA portion of exams are completed; math MCAS will take place after April vacation; students worked hard and it was a smooth process
 - The back patio is completed and two picnic tables from the front will be moved back there; it is a great addition to the school and Principal Dearborn will take some pictures to share with the Boyden community, as well as acknowledge the efforts of the PAC, MF Landscaping, the Alexander family and the Langley Foundation and everyone who contributed to this great new space
 - Principal Dearborn cannot attend the May PAC meeting and thus the meeting will be only in person, but the hybrid format will be picked up again next year

**Thank you for coming! Please reach out to us with any questions or agenda items.
The next PAC meeting will be held on May 8, 2024 at 7:00pm.**

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