

AVS PTA Agenda

Monday, September 16th

Introduction of Board Members 2024-2025

- ◆ Stephanie Billingsley, President
- ◆ Jennifer Alldredge, VP
- ◆ Heidi Mader, Secretary
- ◆ Andrea Sankovich, Treasurer
- ◆ Bailey Trahan, Asst Treasurer
- ◆ Tanya Bishop,, Membership Coordinator
- ◆ Amanda Martinelli, Social Media Chair

Meeting Start: 6:31 p.m.

Introductions by Stephanie Billingsley & Board.

2023-2024 Wrap Up

- Summer Camps - Jen Anderson -Summer Camp Coordinator
- Summer Camps - Andrea Sankovich - Treasurer Update
 - ★ 2024 Summer Camp profit \$11,283.28 (Last year \$6208.43)
 - Instructor Payout Total: \$ 48,025
 - Instructor Supply Total: \$12,796.44
 - ★ NEW in 2024 - WILD CAMP (offered PM camp after Summer Academy)

Last year, the only thing we had not talked about was summer camps. PTA runs three weeks of camp at the school, morning and afternoon sessions (8:30-3:00 p.m., M-Th). Many parents enjoy the camps, as instructors are teachers and programming is at the school. We also accept incoming kindergarteners into camps. Coordinator is Jen Anderson. Instructors are paid based on number of students, and there is a supply budget. Made over \$11,000 for this year's profit. There are around 400 kids that sign up. Children that are home-schooled can apply for the camps, but it is Auburn-specific. New this year - Mrs. Prunier and Mrs. Nusbaum offer summer academy (first few weeks in July for summer schooling from 9-12), and wild camp is offered as a p.m. camp session thereafter to allow more parents the opportunity to send their kids to summer school schedule-wise.

2024-2025

Back to School Bash - Stephanie Billingsley

- Tuesday 8/27 (night before school starts)
- Hours were from 3:00 PM - 5:00 PM this year
- Food, DJ, Face Painting, Balloon Emails - Sold SWAG!

Start time is 3 p.m. because teachers are contracted through 3:30 p.m. and they enjoy seeing students before they leave. Meet and greet from 2:30-3 p.m. for teachers/new students prior, so that is considered in timing. We acknowledge the time can be tricky, but are mindful that it is the night before school. The 3-5 p.m. schedule can be adjusted, and we are open to suggestions. Free event with food, DJ, face painting. Firefighters all got their faces painted! New Morning, Girl & Boy Scouts present. Swag/spirit wear sold at the event. Did very well, as people really seem to enjoy spirit wear. Feedback at the meeting was that the event was great, but the face painting

line was significantly long (1.45 hrs). Is there a way to speed it up? Unclear if budget allows another face painter or perhaps open it up to middle schoolers to assist. Rub-on tattoos may also be considered. Stencil blotting is also suggested, as well as dialing down the options offered. Also consider Mrs. Royce as a possible option.

Open House & Ice Cream Social - Heidi Mader - Summary

- Approx 250 people attended Ice Cream Social
- Sold Swag
- Raffle Basket - AVS Swag & Family Ticket to Spooky Walk
 - Winner - Jennifer Murphy
- Donation Jar in Cafe - \$\$ towards unpaid lunch balances - RAISED \$127

Three student volunteers and 4-5 adults volunteered for this event. Six large ice cream buckets were used to serve 250 people. Donation jar was a nice consideration, and raised money for kids who struggle to afford school lunches. AVS swag was sold and did well. Note that students in grades 6-8 can sign up to become unpaid PTA volunteers. Question, is it possible to allow for donations throughout the year regarding school lunch? Need to follow up with Sarah Belanger, and many thanks to Sarah B. for allowing us to use her kitchen!

Membership- Tanya Bishop

- 36 Dual Members, 31 Single Members
- 13 Teacher Members
- 15 Student Members
- *As of Sunday 9/15 8:45am

Membership is still ongoing. We anticipate more student volunteers, especially with the Spooky Walk. The community has been very generous this year in terms of donations. Feedback from the meeting is the need for better awareness around membership. Some people were not aware of the membership and/or volunteer opportunities. Note, that one needs to be a member to vote and volunteer at PTA events due to insurance reasons. Feedback also included mention of the need to re-up memberships each year, as it does not carry over. Perhaps a reminder about this?

Joe Corbi's Pizza Kits - Coordinator: Karen Florenzano (Steph to summarize)

- Runs 9/9 through 10/9
- ALL ORDERS DIGITAL
- Ship direct to home (\$30 shipping b/c it is refrigerated! - 6 or more items SHIP FREE)
- Can collect orders and money from local family & friends - you order online - no shipping - you deliver to them
- ADDED: CheddarUp Ship to School Order Form (will send out this week!)
- PRIZES awarded to all sellers based on # of items sold
- ADDITIONAL PRIZES:
 - Top 3 Sellers will get a \$50 gift card
 - Class with most participation will win a party of choice (breakfast or ice cream)
 - Teacher of winning class will be awarded \$50 Amazon Gift Card

Moving on from Meadow Farms fundraising due to pricing and lack of options. Joe Corbi's offers an option to try this year. If we sell the same amount as Meadow Farms, we will make the same amount of money. We are hoping to reach a target of 1100 items sold. The sticking point for this pizza kit is the cost of shipping, e.g. \$30 because it comes on ice. Steph created a CheddarUp link to ship directly to the school to eliminate the burden of the shipping fee. If there are 6 or more items sold, then shipping is waived.

Anything less than that, people are being directed to the CheddarUp link. The classroom with the most participation will get a pizza party or something of that nature. Note, Meadow Farms' best selling item was food, so Joe Corbi's made sense to try with the community.

Reflections Update- Coordinator: Kristi Petri

- Accepting Imperfection...
- Flyer will be going out to students in October
- NEW THIS YEAR: Open to Highschool students from Pinkerton if interested!

This is an art program sponsored by the state PTA. There is a different theme every year with various categories, e.g. dance, choreography, writing, photography, literature, poetry. The participants do a show at the school, and winners go on to states/nationals. Auburn children have done very well historically. Flier to go out in October. New this year, we can open this program to Auburn high school students because there is no separate PTA for Pinkerton. There are different age divisions to keep things fair.

Spooky Walk Update - Coordinator - Bailey Trahan & PTA Board

- Adult & student volunteers needed
- There will be approximately 10 scenes - will work with volunteers for scene management
 - Up to \$100 reimbursement to purchase supplies for scene
- Scheduled for Saturday 10/19 from 5:30-8:00pm (rain date 10/20)
- 5:30 PM - 6:00 PM - No Scarers - perfect time for little kids!!
- Will be at Wayne Eddows \$7 per person/ \$25 per household
- Need to coordinate a "clean up" date to mow and clear the woods in the designated scene areas

The PTA needs volunteers and people to set up scenes. We need about 10-13 scenes to be filled, of which 5-6 are filled as of today. A sign-up genius will be created, and an email will be sent to folks already signed up. PTA offers \$100 to assist in scene development and offers ability to peruse the PTA storage space for available props. It runs from 5:30-8 p.m. at Wayne Eddows Field. The walk now goes through portions of the woods. From 5:30-6p.m., there are no scarers for young children (or scared adults!) and there is a safe word (marshmallow) for kids to say if they get too spooked. Tickets are sold at the event, no presale. Food trucks and snack shack are available. A DJ will be spinning tunes. Mrs. Nusbaum will be running games on the field. Very good turnout annually, usually 1500 people. The police volunteer, so a safety presence is there. Michael Meyers will be there! For a household, we say "5" people, but understand there are larger families. We would ask that neighbors and families do not combine because it is still a fundraiser for which funds go back into the school. If someone volunteers to take a scene, that includes set-up and breakdown. People are excited for this event!

Missoula Update - Coordinators: Christine Duchame & Ami D'Amelio

- Week of 11/4
 - Shows Friday 11/8 & Saturday 11/9
- Odd Grades (1,3,5,7)
- Treasure Island
- No school on 11/4 & 11/5 - Missoula Practice will be at Severance School (more info to come)

This is a children's theatre that PTA sponsors - an opportunity for kids to try out and practice a show with two performances in a week. Ami D'Amelio and Christine Ducharme have been doing

this event for a while. Crew comes in on a Monday, parts assigned, weeklong practice with a show on Friday and Saturday. There is a cast party after the show on Saturday. For the week of Missoula, there is no school 11/4 or 11/5. As such, the Severance School has been reserved for practice on those dates. Be on the lookout for forms forthcoming. This was the only week Missoula had, and the gym tends to get used as winter sports pick up, so this was the only week that worked. There may not be a lot of first graders given the days off and location this year. The consensus was to engage in the program despite the difficulties scheduling because kids enjoy it. Question as to why two days off this year? Alan Villeneuve (school board) said that there is a general presidential election with a lot of traffic at and around the school. Another day was taken off to make it easier to manage the election/voting.

Barnes & Noble Book Fair - Coordinator Tanya Bishop

- Friday 11/1 4:30 PM -7:30 PM
- Barnes & Nobles - Manchester
- Teacher Wishlists
- Guest Readers

This is hosted the first Friday in November. For the last few years, we have done 4-8p.m. However, there is little attendance toward the end, so the decision was made to shorten the event. We usually don't see anyone until 4:30 p.m. We have teacher guest readers (already 4 signed up!) and Tanya will send an email out for book wishlists. Those lists are typed and confirmed with B&N. Kids really enjoy picking out the wishlist books and bringing them to the teacher. B&N will order those books on the list in advance, which Tanya and volunteers will pull prior to the event, itself. There will be a scavenger hunt, jar guessing game, etc. for B&N gift card prize. You can come and go as you please. For that whole day, if order in-store or online, kids will go home with a voucher and we will get credit for the books purchased. We get a good amount of money that we then use as prizes for classes, teacher appreciation, etc. It was almost \$1000 earned back last year. For teachers who did not get books from their list, the PTA purchased two books from those lists. Raffle baskets are also available (books, gift cards, activities, treats), but we require that purchasers have a student at AVS or live in Auburn, NH. Guest readers will be posted in advance.

Holiday Movie Night & Kids Holiday Shoppe - Jen Alldredge

- The idea was to have something more geared towards the kids and families of AVS.
- Friday, December 6th
- Showing 2018 GRINCH Movie
- Popcorn and hot cocoa
- Replacing Holiday Vendor Fair
- Family Photo Opportunities
- Kids holiday shoppe- the kids can purchase items for their families
- Movie license- can be shared by school.

We have always had a holiday vendor fair in the gym to coincide with Santa's Breakfast with the library. We decided to go another route to better give back to kids and teachers. While Auburn vendors received a benefit, the kids and teachers may not have. The PTA wants to bring holiday spirit to the community with popcorn, hot cocoa, photos (not Santa so that we do not compete with the Friends of the Library event), and a holiday shoppe. This is the third year with the shoppe, older students (elves) manage the shoppe to assist smaller children. Gifts are \$1-\$5. Kids get to go home with wrapped gifts. PTA is hosting this event. Parks & Recreation were contacted about joining. While not this year, could be sponsored with another entity in future. We wanted to ensure we were giving back to the community as a whole, and gathering vendors can be difficult. The last two years, we have had holes in the fair due to people backing out. The amount of prep work where it does not directly benefit kids outweighed any

return. We acknowledge that the library may not be happy about this direction, but the PTA felt that this new route better represented what we seek to achieve. Response in the meeting was that this change is commendable. Added benefit is that the movie license can go to the school! There was a PTA-specific cost for the movie license (\$540) for a full year and that anyone affiliated with the school showing a movie on school grounds can use the license. Great for the community! The Grinch (cartoon) was a good compromise instead of Polar Express. Arts & crafts will also be set up in the cafeteria. Parents cannot drop their kids off! This is a family event. Volunteers needed!

Teacher Grant Applications - Steph Billingsley

- Mrs. West- Art Department
 - Requesting \$3500.00 for 6 new iPads, cases and docking station
 - Bring to Vote

Last year we added a teacher grant line item, and we already have an application for this year from Mrs. West (full-time art teacher). She is looking for \$3500 for 6 iPads for her art classes. She has 3rd-8th grade kids for art. Whatever goes to the art department will likely be used by the whole school, but mostly middle schoolers. Our budget line item for teacher grants is \$4500. PTA is concerned about saying yes to that full amount due to other requests that might come in. Looking to suggest half those iPad purchases and Mrs. West can apply either later in the year (if funds not used) or next year. Membership comments say it seems that there could be other ways of using technology or perhaps reaching out to community businesses (for used iPads or cellphone stores that may offer a business discount to the school). Artsonia is the program used for uploading and has more interactive components that kids cannot fully access at this time. Mrs. West and Mrs. Leary are scanning everything now. There is also another component to consider in terms of IT/security, so that kids are not accessing things that they should not be. There is another layer of discussion we may need to bring up to Dr. Collins. Is there a license for security for a certain number of devices? Per Alan Villeneuve, there are budget discussions that would be helpful to present this information to, as these questions may be able to be answered through that process. iPads would need to go through our server. Alan advised the teacher to go through that channel first in terms of chain of command, e.g. school board. The caveat is that this request would be undertaken in next year's school board budget. Bringing it up now could provide useful information moving forward. A lot of other applications are for materials or events, whereas this is an actual product. We need to consider the cost of equipment if it exceeds \$5000 because that needs to go through the school board for approval and then gifted to the school. IT may be an added cost. Members asked where the old kindergarten tablets are, given that K students are using new tablets now. Worth asking and following up. Can the tablets accommodate Mrs. West's request or be used as a starting point? The consensus is to table this request to obtain further information. Programming may be specific for iPad. **NO VOTE** on this at tonight's meeting. To re-review at next meeting in October.

Financial Report- Andrea Sankovich

- PTA paid for Adventurelore for 6th Graders - propose to make a separate budget line item for this year only - \$4,950 - bring to Vote
- Quickbooks for PTA Accounting
 - Needed to transition to online version
 - Annual Fee - \$1294 (may be able to reduce this for next year)
 - Propose Adding Budget Line Item - \$1500 - Bring to a Vote
- Report through the last day of the last month- August 31st
- Current Bylaws Article XIII: Fiscal Year

- The fiscal year of this local PTA shall begin on July 1 and end on the following June 30
- Next Meeting - we will bring to a vote to change Fiscal Year to August 1 through July 31st

There are two expense reports in the packet. The first is sharing last year's totals because our year end is July 31st. What we typically share at our meetings in terms of reports is the month prior with any expenses or deposits in that month (up to the day). The first report is actually everything that took place after our last meeting in May 2023 (to July 2023). We had a very successful year last year. In the "totals" section for PTA supplies, we exceeded our budget minimally in some areas but overall maintained the budget. We have a storage unit that we pay for monthly. Any questions, do not hesitate to reach out. Want to highlight two items for vote:

1. Adventurelore (program for all 6th grade class) - Kids really enjoy the program. Historically, the thought is that middle school really gets underway in 6th grade (i.e. 5th can't go to dances, etc). This program is one of the first two days of school. It is a trust/team-building program with rock climbing, various activities. One of our members has fond memories of the program. Happens every year, but this year the program was only one day. Based on some of the budgetary constraints, PTA had some existing funds to pay for it. PTA would like to propose adding Adventurelore as a PTA budget line item for the 2024-2025 school year. We have a line item (cultural events) that this expense could come out of, but we would like to keep that open to use it as appropriate. If we have a separate line item, it frees up that \$7000 cultural line item.

MOTION TO ADD ADVENTURELORE LINE ITEM IN THE AMOUNT OF \$4950 TO THE PTA BUDGET FOR 2024/2025 YEAR. All in favor. Motion PASSED.

2. Want to propose adding Quickbooks online. There is a convenience factor and better abilities with programming with Quickbooks. We did purchase ahead of time because we needed to migrate information over (\$1294 annual cost). This is the premium package because it gave us access to a live person to transfer without issue. We can generate reports at the click of a button. We added a budget of \$1500 annually.

MOTION TO ADD QUICKBOOKS AS A CONTINUING LINE ITEM. All in favor. Motion PASSED.

Bylaws say that fiscal year ends on June 30th. We thought it ended on July 31st. Would like to update bylaws to what we are actually working with annually. We checked with CPA, no issues. Just catching paperwork up to what we have actually been doing. We will propose this at a later meeting (October 2024), but giving membership notice of what's to come.

School Administrator Update - (Admin Unavailable)

Skipped as no one available tonight.

School Board Update - Adrian Newton

Per Adrian, the last meeting was in August 2023. We know buses have been late, but it is getting better. Dr. Collins, admin, and superintendent spent much time at the start of the year ironing out the bus issues. We have a liquidated damages clause, and we can collect on those damages with every late bus. There is a running tally. The School Board closed their budget on June 30th. They had to borrow a substantial amount from this year's budget to cover overage last year. A number of budget cuts were made to compensate for borrowing from this year's budget. Cuts do not include sports, activities, or teacher layoffs. All positions carried over. To help with budget, the School Board started a new preschool program for 3- and 4-year-olds. There is a new fenced-in play area for the preschool. A new special education director has been hired and the school district hired a new business administrator. Also added in a lot of checks and balances for contracted services to avoid further budget crises. There is also a new assistant superintendent, and the School Board is about to hire a human resources person.

Per Alan Villeneuve, last year there was an over expenditure of the budget because of lack of reporting/accountability. Two people are no longer working in the administration because of that. School Board is borrowing \$138,000 from this year's budget to cover's last year's deficit. Last year, School Board used ~\$400,000 of special funds, which depleted them. Alan said a position was canceled at administration, and there was impact to everyone. This year, Alan said that challenges include holds in special education, transportation ... there was a half a million dollar problem. Now we do not have trust funds or back-up in case of further crisis. The School Board has a meeting Wednesday night. Alln says we have a \$900,000 fund balance. Alan is optimistic, says the School Board has acted very prudently in making sure things stay the same or get better. A lot of talk about December tax bill. It is going up but not because of last year's budget. There is a teacher salary increase and cost overall has gone up. Alan said the only effect from last year's crisis is that we only returned \$145,000 of unused funds instead of \$400,000-\$500,000.

Alan said most people don't recognize that in 2019, the tax rate was 18.81 with \$860 million in assessment. That goes up slightly into 2020 (18.48), 2021 (18.14), 2022 (17.85). Goes up to \$890 million. New evaluation last year went to \$1.4 billion. So, for three years in a row, taxes went down. Now last year, they started to normalize. Alan thought this was an interesting thing to understand because everyone thinks the school is out of whack and no one knows what they are doing. But the School Board is just five citizens in town and they are trying to do well. When the School Board made some cuts, they had knowledge that folks would step forward to cover items, like the Booster Club and Adventurelore. Alan said that high school transportation is a voluntary service and that we are not responsible for this. He said a few years back, people had to pay to use the bus. That was done away with. Alan said that AVS and the School Board have no idea who is taking that bus to high school. There are a lot of empty or half-full buses going through town. The superintendent thought cutting a high school bus made sense. Trying to find ways to do this better. There is still a bus in reserve if needed. Some routes have been added to the bus. It was a work in progress to find money and better serve people in town.

Alan happy to address any questions. Member asked to confirm that sports and clubs are not in danger. Will they be fine ongoing? Yes, for the entire year per Alan. Alan said there are absolute uncertainties because we have zero trust fund monies. Things could still happen, but we have at least as much as we had in the trust funds available currently. Very fluid scenario. Alan is pretty sure we are fine. Member asked about updated bus routes. Will administration look at the routes each year and adjust? Alan assumes so and said to let administration know who is taking the bus. Be proactive. There is much being worked on with Pinkerton regarding the flow of information. Member says some buses are too far away to be practical. Alan says to send an email to the superintendent and business admin.

Member asks to confirm School Board meeting - Wednesday 9/18, at 6 p.m. at school gym. School Board thanks PTA for support.

AVS PTA board member asked about kids moving into town with special needs and costs increasing, so no way to gauge how much of an increase. What was done to “pad” the budget or fill those holes? Per Alan, in September’s budget preview, we have around \$900,000 surplus. That was part of the discussions in May and June. We didn’t want to be at zero. It won’t stay at \$900,000. Likely will come down to \$500,000. Discussions in January 2025 as to warrant articles to replenish trust funds for the following year. There was \$150,000 in the special interest fund. That needs to be at \$400,000. Alan said we haven’t kept up with the times as to what costs are. That surplus is our safety net moving through this year, which would have an effect as to what monies would be put toward a warrant article. Everyone’s expenses are way up all around. Alan says the School Board is doing the best it can. Member would like to see that surplus funds are protected because they are not guaranteed. What about a line item or safety net? Alan says that was the trust fund. It will take time to rebuild it. That warrant article has to pass. If it doesn’t? Alan says there will be trouble.

UPCOMING EVENTS:

SEPTEMBER

- 19** 6:00pm-7:00PM Middle School Open House (Grades 5-8)

OCTOBER

- 1** *Reflections* Theme “Accepting Imperfection”
- 15** 6:30pm PTA Meeting in AVS Library
- 18** *Reflections* intent forms due
- 19** 5:30pm-8:00pm Spooky Walk @ Wayne Eddows Field (*Rain Date-Sunday 10/20*)

NOVEMBER

- 1** 4:30pm-7:30pm AVS Book Fair - *Barnes & Noble - Manchester*
- 1** Reflections forms due
- 4-9** Missoula Children’s Theatre - Treasure

Island (Grades 1, 3, 5, 7)

18 Let it Glow – Holiday Light Competition
Registration begins (*No Registration Fee -
Top 3 Winners get CASH PRIZES!*)

19 6:30PM PTA Meeting in AVS Library

28-29 Thanksgiving Break

MEETING ATTENDEES:

Stephanie Billingsley

Jennifer Aldredge

Andrea Sankovich

Heidi Mader

Tanya Bishop

Amanda Martinelli

Bailey Trahan

Jen Strabone

Kate Cox

Erin Carding

Christina D'Amico

Stephanie Beaudet

Dan Beaudet

Ryan Gallagher

Mike Mason

Alyssa Stanton

Adrian Newton

Allison Rickenbach

Alexandrea Peront

Lindsay Hallenbeck

Asja Pinkham