

GPO Meeting Notes October 10, 2017

Attendance: Lyn Leddy, Karen O'Donoghue, Oksana Sabalakov, Tamara Hallee, Kara Barnes, Heather Jenkins, Molly Patrick, Beth Vischer, Amy Bois

1. Welcome, Introductions and GPO Overview –Lyn Leddy, GPO President

2. GCS Staff Concerns:

- Heather Jenkins (GCS 2nd grade teacher) & Kara Barnes (GCS kindergarten teacher) discuss a laminator machine issue. The laminator is 10 years old and it ran out of laminate in the summer and ordered more for first day of school. This past Tuesday it was left on and it ran through all of the laminate, and motor. Service was called and the cost to fix it could not be covered. Gave us copies/invoice for service call. \$370-transformer or \$1025-PC board motor. Tamara said the school has a zero based budget, with no cushion for things like this. Kim budgeted for the cost of repair for next year. Kara and Heather made a survey for the staff to determine what the staff uses it for. We are a K-8 school and most people use it. 85% of staff find it essential. Staff came to GPO first and then will find other avenues if we can't help. Cost for a new one is \$1995 delivery, installation and training. Is this the best model? Lyn Leddy-motion to discuss, Beth Vischer second. Lyn-Kara and Heather were very thorough with their research. Take into consideration that it is ten year old. Lyn is in favor of buying a new one, if we have it in our budget. Board agrees. Do some more research to make sure we are getting the best model. Molly-look at cost of service costs over years, and if we need one that works better. Heather discussed laminating film is expensive depending on the model and need to check on this. Karen will ask the company for input on the best model. They will email us the information and we can discuss before the next meeting.

3. GPO Goals for 2017/2018:

- #1) Increase GPO Presence & Interest;
- #2) Increase Fundraising efforts;
- #3) Tighten up budget

4. Current Events and Fundraisers (Sept - Dec 2017) Program Progress Reports

- **Boxtops Program**-Beth Vischer. We have collected 6,452 Box Tops which is \$645.20. This was only the first week and our goal for the year is \$4000. We continue to collect from outside the school-dump, library, food pantry. Amy will market it. Possibility of having student council cut and sort instead of adults in February-Jonathan Dowling.
- **Original Works slated for Oct**-Lyn Leddy. First week in November. Announcement and order forms going home in two waves, younger than older.
After School Enrichment-Lyn Leddy. Yoga wasn't as successful as hoped. Hip Hop was a huge success and parents want Anthony back. Older students will be working with Anthony this month. Book Club is a great hit and had to turn kids away in grades 3 and 4. Mr. Norton will be doing chess club. Cookie making with Alissa Brady. Cristin Syphers will be making terrarium. Franschesca Schwaab-acrylic painting. Seacoast Science Center coming in February and is only \$300 because of their grant. Amy Bois suggested Sarah Blaisdell offer Ninja Warrior class. Amy Bois would do a Tiny Tumblers for the kindergarten. Mrs. Downing was thinking about a jewelry club. Beth Sommers would like to do something.
Kara asked why Kindergarten isn't included. Lyn said we haven't done it in a while and we are getting acclimated. Next year we are planning to add the Kindergarteners.
- **Italian Dinner Night**-Molly Patrick. Jessica and Tibbey co-chairing and have 9 volunteers. It will be on November 13, 5-9 at Community Oven with raffles and games for kids. They have been successful getting raffles. The group will be meeting tomorrow and working on getting volunteers for that night. Jess is working the Greenland Soccer night, flag football, and parent/teacher conferences to solicit raffle tickets. Halloween Parade could be another place to make a showing. Oksana would help with Volunteer Spot. Oksana-will there be list of items sent to parents to see what there are for raffles?

- **Schoola**-Nicole Connelly. The next Schoola clothing drive will be taking place from October 18 - 27. I will be sending an email today to give families a heads up that the clothing drive is coming soon and will follow that with a flyer that will be sent home on Thursday, October 12 and email blast. The progress on our Schoola account is as follows: We are on track to start seeing fundraising dollars during the 1st quarter 2018. We did not receive a check in the last 2 pay cycles (January 2017 or June 2017) because our shipping deficit outweighed the sales from our clothes. We currently have 46 bags that Schoola has received but has not yet sorted, processed and posted to our site due to their enormous backlog of clothing. They hope to have our 46 bags (which were from the April clothing drive 2017) by December. I am happy to continue this fundraiser because I do feel that we will start seeing fundraising dollars in 2018. I believe the reason for us not receiving any money from Schoola last year is due to their lag time in processing the clothes, so once they catch up, we should be in good shape. I have been sorting through all of the bags myself and only shipping items that I know will sell. The rest of the clothes I bring to Savers in Portsmouth, who pay 20 cents per pound for clothing. During the summer, I brought 980 lbs of clothing (the extra clothing from 2 clothing drives) to Savers, which resulted in just under \$200 to the GPO. Molly-this is a lot of work for one person for not much profit. Does she feel it will ramp up soon? The business model changed and they had to move their building. Do we want to reevaluate within the next year if the company doesn't come through with their check? Need to take into consideration that this is a fundraiser we have that doesn't ask parents to give any money.

5. Financial Report & Small Grant Requests –

- Karen O'Donoghue, GPO Treasurer Final spreadsheet for 2016-2017, September-October. Last year net \$6500 after expenses. Want to up revenue by 10% and expenses by 2%. Golf Outing-bulk revenue came in the summer-last fiscal year so we don't see it. Actual revenue \$23000, change and expenses \$13000 in change. Enrichment-\$1915 was collected, waiting to get invoices from teachers/instructors. Please review and ask any questions. \$16,303 in account. When funding things we are looking at the general fund of \$16,303.
- Lucy Cawkins Reading Program. Did the grant come through for this program? Tamara said we are budgeting tens of thousands for books. Discussion of GPO buying books. We do roll over each year from the reading resource fund. \$1500 is given in September and they underspent by over \$700. Possibly because the school budget is healthier these years so they don't use it all. What is the right amount for the Reading Resources Fund budget?
- Kara asked why we only do the Book Fair once? Amy will ask about this.
- Karen will talk to Vicky about book spending.
- Karen will be doing the State of NH filing and tax return in the next month.
- Heather-grants, has the process changed? No. We changed some wording and Karen explained the process. We put the forms in staff mailboxes and electronically.

6. Media/Marketing Report –

- *Amy Bois, GPO Marketing* Jodi Holt will be helping with the new website which will be on Wordpress.. It is under construction so don't drive traffic to the website at this time. Gathering content for website and using other towns as resources. Please send Amy your ideas as to what you want on the site. We can be as creative as we want. We can collaborate on writing content. Post yearly financials, meeting notes, calendar, things we are proud of, sign ups for afterschool enrichment on it as well. Not sure about the budget just yet. Stock photos will be used and can be expensive. Once we put it together Amy can figure out some costs.
- Oksana thought it would be good to have ideas on the website about what the money is going to.
- Should have a separate meeting to determine what we want on the website.
- Ask Jodi if the website could be up and running by February 1.

7. Follow Up on Action Items from Last Meeting

- Fundraising suggestions/discussion (Month of Giving)
- Vet Assembly- Nicole Connelly. The Veteran's Day assembly will take place on Thursday, November 9. Suzanne Hall and I will be coordinating parent donations of baked goods for the Veteran's reception after the assembly. In the past, the GPO has contributed a small amount of money to help cover costs such as, USA themed paper plates, napkins, table clothes, coffee and beverages. I believe \$100 would be more than enough to cover these expenses. Sheila Pratt and Beth Sommers work on the wonderful event as far as content, having special guests, the Treats for Troops, children's involvement etc. The GPO has helped coordinate the baked goods for the reception, which gives the whole event a personal touch. Would the GPO like to help out again this year? I believe this is a wonderful opportunity for the GPO to contribute to an amazing and meaningful community event. The cost is minimal but the impact is so great. There is no time commitment necessary from the officers unless someone would like to help out. Amy Bois-Heather Lyndsay from Library would like to help and has an art background. Ask Nicole to check out the closet for supplies and then we can determine what amount is needed.

8. Discussion and Agreement on GPO obligations for 2017/18

- Movie licensing/Movie night-\$400 to renew. It covers movie nights and any movies that teachers show in their classrooms. Lyn said that teachers mostly show educational videos and don't really need it for the school. Are we planning to have movie nights or not have it so the money can go elsewhere.. How many families show up to the movie night? 25-50 kids. Is it worth it for the population? Karen wants to note it is our only free event. Amy Bois-discussed having movie night at Cinemagic. Should it be free or ask for certain amount money? Cinemagic donates popcorn. Could we offer something else that might be more popular? Oksana suggested a fun game night with the kids. They get to see their friends in a social environment. Two different game nights, one for Middle school and one for Elementary. Lyn-can we not renew this and substitute it with something of less cost in the winter. Voted-approve. Family Game night late January(not Friday?).
- Last day of school staff luncheon
- Staff appreciation day
- Field Day (GPO has not contributed to this in the past) no longer an item for GPO
- Teacher Milestone-will continue this
- Nature's Classroom (GPO has not contributed to this in the past) it is every other year and is not happening this year.
- Ski Club for 6/7/8 graders in jeopardy-Erin Avery said that she would be able to do it although, she wanted her younger kids to go, but GPO is liable for those that aren't being watched. Erin will figure something out.

9. New Business:

- Establishing 2017/2018 planning calendar-Lyn created one for the board.
- Math Counts program-Lyn-Lauren Teeden. 7th/8th grade used to have an advanced math program and they felt there wasn't a great need for it. The teachers could differentiate in the classroom without the program. Math Counts Club started last year and the staff did it for free, but we would like to pay them. It didn't get put into the budget, but want to offer it still so parents will feel that their child can be enriched. In the program starts in December and they working towards a competition at UNH. Fee is no more than \$180 for the program and if there are more than ten kids it is free. Can't find teachers to run Math Counts. Amy-Could we get a graduate student from UNH? Karen-This is attractive because it is geared toward the older students. What would be the stipend? \$700-\$1500 for a few months. We either fund the whole thing or make it part of the afterschool enrichment program and charge.(having it part of Enrichment program was not really what people wanted to do). Tamara is going to talk to Beth Sommers about the particulars of the program. Lyn would like to vote for the stipend. Time frame of the

program will determine the stipend. Lets talk about it on email once the information has been given to us.

- Lang's Veggie/Flower garden proposal-Schools request was that the wood wasn't toxic. He will honor this request and wrote to the Greenland Veterans to fund this garden. The School Board will be working on this. Maria Emery will be working on who will be taking care of it in the summer.
- Suzanne Hall - ending her decorative landscaping services announcement. Do we know someone who would be willing to take this on? It could be up to \$3000 per year. Amy Bois will be asking a friend and then we can ask the Greenland Women's Club.
- GPO Bylaws- Each board member look over the ByLaws and come into the meeting with notes. November meeting will be slated just for GPO Bylaws.

10. Open Forum:

- Oksana will chair the reading carnival.
- She would like to have k-2 grade parents to show them how it works and they can transition out. She would also like to know what the teachers think. Any feedback? Kara and Heather felt that everything went well.
- Scholarship fund Group meets in March. We would like to have someone on the committee to let us know the outcome and any details that arise. Amy Bois on the committee.
- Low Key event for parents?
- Grades 3-8 Homework Club. 50 spaces only, email going out for sign-ups within the week.
- Oksana fundraiser ideas-GCS yardsale-sell a table. Marketplace on the website-if they want to sell something they can post a pic of it. There will be competition with other Facebook sites.