**PIE Monthly Meeting Minutes  
August 15, 2016**

**Attendees:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Christy Solimine** | **Kathy DeFanti** | **JM Hunt** | **Bonnie Goslin** |
|  |  |  |  |

**Discussion Points:**

1. Open House/Back to School Block Party update
   1. DJ confirmed. Need check for $250 day of event. Kathy DeFanti, JayneMarie Hunt, and Christy Solimine all approved expense.
   2. Supplies: Water and Freeze Pops- Christy Solimine is working; Sidewalk chalk and face painting supplies- Christy Solimine to check shed. Jayne Marie Hunt has hoola hoops that she bought for field day. She also will have tattoos and she is going to buy bubble machine and bubbles. She will look into balloon entertainer.
   3. Raffles: We decided on the following:
      1. 3- $15 from Papa Gino’s- Kathy will get
      2. 5- $5 from Dunkin- Kathy will get
      3. Bonnie still looking into 99 gift card
   4. Fundraiser: Papa Gino’s confirmed and Kathy DeFanti is working on getting final flyer and then we will distribute at PIE booth during Open House. Kathy DeFanti to send to Christy Solimine to print copies.
   5. PIE booth
      1. Schedule 12-3pm; Christy Solimine will work booth 12-1pm, JM Hunt 1-2pm, need to ask Stephanie Rizzo if she can be at booth from 2-3pm.
      2. Volunteer Pledge- Christy Solimine to print material
      3. Volunteer Webpage- Christy Solimine is meeting with Karen Harris tomorrow to help get this setup
      4. Stickers “I am a Partner in Education”- Kathy DeFanti to look into purchasing.
2. Dress Code Closet
   1. Christy Solimine got a call from Susie Spezio and she can no longer run sales.
   2. Cub scouts will run sale at Open House- JayneMarie Hunt to print up instructions from Susie.
   3. Ongoing- Jayne Marie Hunt will help until we can find someone else.
   4. Jayne Marie Hunt suggested having dress code sales at each PIE meeting.
3. New Branding/Logo- update from Stephanie Rizzo/Kim Getker
   1. Sign- will buy once we have new logo
   2. Website- Kathy Montal to send Kathy DeFanti credentials so updates can be made.
      1. Need updated Bios from everyone
      2. Need to add Bonnie Goslin’s information
      3. Need to update with new PIE email address
   3. Facebook- will update once we confirm new logo
   4. Email Address- new one has been setup called [FRCSPartnersinEducation@gmail.com](mailto:FRCSPartnersinEducation@gmail.com) - Stephanie Rizzo sent the login information. Kathy DeFanti will look into setting up an email forward from old account.
4. Update from meeting with Heidi Berkowitz from August 4th – Christy Solimine to get meeting minutes from Heidi B. and will send to board members.
   1. Confirmed that school will handle room parents
   2. Christy Solimine and Karen Harris will meet tomorrow, August 16th to work on Volunteer web site and review Block Party tasks
   3. Heidi Berkowitz informed us about the new Family Engagement Center that will open at the house across the parking lot near visitor parking.
   4. Communications- JayneMarie Hunt and Stephanie Rizzo to coordinate meeting with Heidi B on Constant Contact use for parent communications.
5. Budget- JayneMarie Hunt will have proposed budget for 1st PIE meeting
6. Prelim discussions on next year’s events
   1. PIE Meetings for school year – first one will be Sept 8th at 6pm. Christy to get building use for 2nd Thursday each month.
   2. Scholastic book fair- Will be held for during K-4 Parent/Teacher Conferences on November 2nd and 3rd (5-12 Oct 24 & 25) We will look into the online book fair at the same time. Kathy Montal suggested that we reach out to Jaime Droste and Michelle Bartley for volunteers.
   3. Barrett’s Haunted Mansion- have not heard anything yet- Christy Solimine to see email contact on whether lottery was held yet or not (Michelle Bartucca is school contact)
   4. Holiday Fair – need to get a new coordinator. Not sure if Margaret Duran will run this event.
   5. Scholarship Event- not sure what the school plan is yet.
   6. Father Daughter dance- Christy will chair this event again. Need more help with decorating.
   7. Field Day- Jayne Marie Hunt will chair this event
   8. Founders Day- Kathy Montal and Trina Kleinberg will chair this event again
   9. Staff Appreciation Luncheon- check with Linda Hernandez and Margaret Duran to see if they plan on chairing this event again. Possibly link to Square one account for donations.
   10. Red Sox- need to consider this or another sporting event, maybe PawSox?
   11. Box Tops- need to make rules in order for them to be included in contest.
7. K cups- Stephanie Rizzo has link to order. Need to decide if we want to do this again.
8. Christy Solimine to put agenda together for 1st PIE meeting. Will create a flyer for open house. Will try to coordinate childcare also since we are starting right after extended day.

***Next Meeting Thursday, September 8th @ 6pm***