**Middlesex Middle School**

**Executive Board Meeting**

**Agenda**

**September 14, 2021**

Attendees: Amy O’Kane, Carol Kennedy, Jennifer Morici, Melissa Gluck, Sara Goertel, Cori Cronin, Kristina Gregory, Gina Gromelski, Jennifer Clemow, Sarah Muecke, Holly Mitchell, Patty Deery, Lorraine Collins, Karolyn Rodriguez, Raquel Bird

Call to order by Carol Kennedy at 1:03 pm

**Action Items:**

* Motion to approve minutes of Executive Board Meeting held on May 5, 2021
* Approved by all in attendance

**Update from Principal:**

* Planning a Winter Wonderland celebration for the staff to align with timing of staff appreciation on December 1st. Held outdoors if possible with a candyland theme.
* Teacher lounge improvements. New furniture? Amazon wish list to help stock the staff room?
* Recess- don’t currently have the ability to have it because of staffing, space and covid protocols. Looking into how to do it in the future.
* Lunch Pairing- students will get a choice to pick a buddy to sit with every new quarter.

**Update from Co-Chairs**

* Fall Socials
* Tickets are currently on sale for 6th and 7th grade
* Leary’s is donating alcohol
* Principal Rodriguez will attend the 6th grade social
* CDSP update
* Focusing on communication this year
* Chain of communication link is on the last MPN- please refer parents with questions/concerns to that document. Help guide parents who post concerns on social media (example- Darien Moms Facebook site) to chain of command.
* Please complete conflict of interest form
* Thriving Youth Taskforce
* MMS will no longer sit on the board but will continue to work with them on programming.
* Meeting times
* Considering moving meeting times to the morning- 9:30-10:30 am. Please send an email if you have a conflict.

**Report from Treasury**

* We will use Pay-for-School this year.
* Reimbursement form is on the website. Don’t forget to take a picture of your receipts.
* If you need to use the debit card for a purchase reach out to Sarah Goertel.

**Report from Vice Chairs**

* Teacher Appreciation
* Will be reaching out in the next week about Thanksgiving pies.
* Community Initiative
* Once a month community initiative to give students a sense of community within MMS.
* Reach out to Jen Morici with ideas.

**Report from Fundraising**

* Direct Appeal
* Change to button choice rather than $25 ask.
* Directory
* Deadline is tomorrow, 9/15/21- although this isn’t a hard deadline and we can continue to sell until October
* Last year sold 500, this year at 260
* Plan some in person sales
* School supplies
* $715 donation went to Darien Human Services.
* Hoping for a July pick up this year as opposed to week before school.
* Stop N Shop
* Rewards program has been discontinued
* Spiritwear
* $2,250 projected in sales this year
* Possible table of samples at 6th/7th grade events
* Need to communicate small window of sales
* Lots of masks left- sell them at 6th/7th grade events?
* Book Fair
* Chair would only like to do one this year- possible move to pre holiday as opposed to pre summer.
* Minted
* Program is now year-round FUNDRAISEMIDDLESEX
* Update in MPN
* Darien Sports Shop Shopping Days
* This year’s shopping days will be Oct 6-8.
* Table sales at 6th/7th grade event along with masks
* Amazon Smile
* Automatic
* Other Brainstorming
* Valentine Candy Grams
* Graduation fundraising
* Opportunities to spend on students- student driven initiatives.

**Nominating**

* Additions to Slate
* Need to fill 4 positions- CDSP budget rep, chair for 8th grade promotion (Cori Cronin filled)

**Programming**

* Don’t use speakers we’ve used in the past 3 years
* Sports specialization speaker event was popular
* Timing- October, March, May
* Do we need to remain on zoom or can we plan to attend in person?
* Schedule planning sessions with Principal Rodriguez.

**Communications**

* Send anything you’d like to post to Kristina Gregory. Please proof read first.
* Kristina will roll off after this year so will need to train her replacement on Word Press.

Motion to Adjourn byCarol Kennedy at 2:04 pm. First, Cori Cronin**.** Second, Amy O’Kane