



# Memorial PTO Meeting

September 11, 2019

Attendees: Meg Cabezud, Janel McArdle, Stephanie Decker, Alena Guerra, Rebecca Vanucci-St. George, Missy Bilsborough, Meghan Fuller, Lindsay Rogers, Ali Abba, Nicky Monahan, Diana Frascella, Nesse McCabe, Kristen McKay, Kristen Martin, Metaxia Mitropoulos

## 1. Welcome & Introductions

## 2. Important Dates

### a. Memorial PIN – 9/17

i. 6:00-6:45 for 1<sup>st</sup> grade

ii. 6:45-7:30 for Kindergarten

There will be a new PIN format this year. Parents will go directly to classroom and specials teachers will be available in the library from 6:15-7:00. There will be tables in the lobby set up to learn about the PTO, SEPAC and MCPE. Volunteers are staffed for PTO table.

### b. Picture Day – 9/24

### c. Memorial PTO Volunteer Tea – 9/26 at 9:00am

The room parents will be invited, at least one should attend.

### d. Town-wide PTO Meeting – 10/23 at 7:00 Blake Middle School LMC

## 3. Presidents Report

### a. Committee Volunteers & Updates

Diana will look at submission lists so that we know what openings we need to push at PIN. Rebecca would like more succinct volunteer opportunities this year. Everyone agreed we need to utilize the “general” volunteer pool more actively.

We also would like to increase the PreK involvement in the PTO. We can use room parents to share information as well as post K-8 PTO

Facebook posts onto each PreK's grade's page. We just need to be sensitive to the fact that PreK is not fully a part of the K-8 PTO.

i. Chairs and Co-chairs

ii. Open Needs

We will confirm with the volunteers who have already signed up for committees. More people will sign up after PIN.

iii. New Committees

There was a request for a "new moms" tea, a meeting just for moms new to the town and/or school. This could be a bit overwhelming to plan. It may be more feasible to mail or email a document explaining the PTO and add a FAQ to the website.

The Art Case fundraiser will be a parent/student paint night. It will potentially be at 6:00-7:00pm the week of 10/21, M, T, W or F.

Rebecca will follow up with the teacher, Patti Allen, to see what date works. There was discussion to purchase the art case in advance because it can take weeks for the funds to be released. For night-of event help, we will reach out to the general volunteer list.

The End-of-Year Party is scheduled for 5/29/20 with a rain date of 6/5/20 from 3:30-5:30pm.

b. Spirit Day/Welcome Gift

Medfield Pride spirit day is Friday 9/27. We would like to give a small gift to staff and teachers – about 90. We discussed reusable bags, but that may work better for the Carnival as they are more expensive. We will consider other ideas for the teachers.

c. Passport Club

The club is new to Memorial and is just for 1<sup>st</sup> grade students. It was very successfully run at Wheelock for the past two years. This is a trial run, and it is capped at 30 kids.

#### 4. Principals Report

There are 450 students in school this year. The class size is around 22 for full-day K at 1<sup>st</sup> grade. The new School Dismissal Manager app is running very smoothly from the school's standpoint.

The school website is in the process of being updated. The new site should roll out this weekend with an app available as well.

The principal would like suggestions for Principal's Coffee topics as she needs to balance the interests of new parents and seasoned ones.

a. Opening of School Report

They are planning on outside presentations that coincide with classroom curriculum. They will be changing the Science Museum's Star Lab for Life Cycles program this year as it better aligns. A couple presentations from past years are no longer available or applicable. They are always looking for suggestions. They are particularly interested in a program that focuses on social emotional learning. They also need a replacement for the Veterans Day program.

b. PreK Music

The teachers would like to book Ken the Music Man again, a performer who visits periodically throughout the year. It is in the budget.

School playground. A sub-committee is needed to figure out how to improve the playground and whether to replace or update. It will be a significant fundraising requirement – potentially 75-100k. The school is hopeful that the MCPE and/or Medfield Foundation may assist with funding. A small subgroup will meet in early October to kick off the planning.

5. Treasurers Report

a. 2019/2020 Memorial Budget review if needed

Approximately 37K is available.

b. Thank You Fund

c. Winter Carnival – a Saturday in mid-March

The first meeting will be in mid-October.

6. MCPE Update

No update.

Next meeting – Wednesday, October 30<sup>th</sup> at 7:00PM