

Wheelock PTO Meeting - Wednesday, November 8, 2023

Attendants: Holli Caulfield, Seema Patel (3rd Grade CoPresident), Cailin Caskey (2nd Grade CoPresident), Beth Rumul (Treasurer), Jill Werner (Secretary), Katie Lynch, Danielle Alli, Nicole Drummond, Kelly Behbehani, Christine Ferguson

Welcome and Introductions:

Principal Report- Holli Caulfield

- Holli shares update on the breakfast program. Students come off the bus or straight from pick-up to grab their breakfast in the cafeteria. (Previously it had been more of a mid-morning snack) Grabbing breakfast first thing in the morning flows better with the schedule and has worked out well. About 40 kids usually grab breakfast, but colder weather might bring in more kids.
- The Wheelock team has worked to create some fun lunch period themes: Bingo one day, Dance Party Friday, Daily Announcements shared during lunch on the big screen. These activities help keep the excitement and activity level reasonable. Has helped with overall behavior during lunch periods.
- Wheelock launched its 3rd Grade Job program. 3rd Grade students applied for jobs. Lots of students requested preschool helper jobs. Other jobs include: Hall Monitors, Flag Raisers, Morning Announcers
- The last early release day was a professional development day for staff. It was State Police Safety Training for Teachers (PreK-12)-covering emotionally difficult topics like what to do in the event of a school shooter. The training approach gives autonomy to teachers in the classroom. Don't deny the incident, come up with a plan, follow through with the plan. There is a green smiley face marking a specific location in each classroom—kids can go to this spot and they cannot be seen from windows or doors.
- Veteran's Day assembly is coming up at 10AM tomorrow-there will be a slideshow including photos of Wheelock families and friends who are veterans. There will also be a presentation from a visiting veteran.
- There are some bigger MCPE grants coming through-requests for standing desks and slant boards.
- Holli reports that recess is going well. She thanks the PTO for the new recess bags and the new commercial playground balls. She notes that the rolling storage cage used for recess equipment needs to be replaced. The group discusses whether a deck box or storage shed would be a good option for equipment storage
- The 3rd Grade is working on a coding unit which will culminate in the upcoming Thanksgiving Parade. Students will build Probot "floats" and they will code them to direct them in a Thanksgiving parade route. This will happen on the early release day before Thanksgiving. Tissue boxes are needed for the float-making. Holli will plan to video the parade and include it in the Newsflash.

Programming Updates:

- 3 days of Rocky Woods were awesome!!
- The Holiday gift shop will be happening December 5th and 6th.
- People of the Dawn, a PTO-funded enrichment program, came to Wheelock two weeks ago and it was excellent.
- The Earth Dome will be coming for the 2nd graders.
- The popular Tanglewood Marionettes will be coming after the winter break with a new show.
- The PTO Board asks for feedback on the Plimoth Field trip. It was a costly trip, mostly because of the bus situation. It is also a rushed day because of bus constraints. PTO wants to know if it is still a worthwhile field trip. The colonial side remains at Plimoth, but the indigenous side has pulled back from being there. The 3rd grade team will meet to discuss these different challenges of the field trip and will decide whether it is a good fit for the third grade still.
- The group discusses the importance of breaking down the cost of buses on the field trip permission forms going forward. It will help give families a better understanding of the cost of these trips and how the PTO contributes to help minimize the costs passed onto families.
- The PTO will cover buses for the Town of Medfield tour (field trip) for 3rd grade in the spring.

Treasurer's Report: Beth Rumul

- Beth reports that we are a little over budget on recess equipment–this is after a recent, big replenishment of outdoor recess materials.
- We are still waiting on the Rainbow Run funds.
- Rocky Woods team has asked for some upgraded cooking materials/inventory

MATTERS FOR DISCUSSION

- LITERACY NIGHT UPDATE: Jill shares that it was a successful night over at Memorial. Mr. James from Park Street Books and Mr. Scanlon from the Hot Dog Wagon both kindly gave a percentage of their sales back to the school. These amounts totaled \$1500 so each of the elementary schools will be receiving about \$500 in funds.
- HOSPITALITY UPDATE-Katie Lynch
 - Halloween treats made the teachers happy.
 - There will be a “Fuel up” theme for conference days
 - Special lunches will be planned around the holiday weeks.
 - Will likely hold a Venmo funds drive closer to Valentine's Day
 - Also gift card drives can add to events, Mrs. Caulfield has had past success with a “spin the wheel” event where she awarded donated gift cards to teachers across the day. Keep an eye out for gift card drive near the holidays.
- RECESS VOLUNTEERS-Indoor Recess volunteers may be needed as weather gets colder. There is an indoor recess text chain, run by Kim Jolene. She will update and send out requests as needed as weather gets chilly and a bit more unpredictable.

- ROCKY WOODS—was a really successful event across its 3 days. Thank you to all volunteers. Megan M coordinated, Andrea F. ordered groceries, Jill/Darcie covered the supply list, Jessy prepared the stew mix. Next Year: Cailin, Ian, and Angela will be leads. Seema to help. Adjust volunteer roles as needed. Get word out early to incoming 3rd grade families—start communication about Rocky Woods at PIN night. Stay on top of inventory replenishment. Lastly, a comment shared—focus money on replenishing supplies rather than coffee and donuts for volunteers.

UPCOMING EVENTS: (all come along with volunteer opportunities)

- HOLIDAY SHOP-Will be held December 5th and 6th. Holli will figure out morning start time. All teachers will schedule time for their classes to visit the holiday shop. The preschool class will be visiting too. Volunteers need to manage the shopping process and inventory replenishment (which will only be happening between visiting classes.) Optional present wrapping sessions in classrooms afterwards—teacher decision. A letter explaining the Holiday Shop, including a shopping list and budget spreadsheet will be sent home to families the week before. There will be over 2,500 items for sale. Beth Rumul will help oversee the check out area/cash box, determining petty cash needs and depositing cash at the end of shop hours.
- TALENT SHOW- Cailin has organized dates for the 3rd grade talent show and will be sharing fliers through the newsflash and through facebook pages. The final show date is January 19, 2024 at the Medfield High School. 3rd grade students interested in performing in the variety show need to sign up with their act by Friday 12/15.
- SET THE STAGE: We are looking to create a “Set the Stage” committee that will help lead the fundraising charge for a new updated and usable stage at Wheelock. We are planning to have a Tile Fundraiser where current families as well as alumni can purchase tile(s) with messages on them to be hung in Wheelock hallways. Hopeful to kickoff this fundraiser at the 3rd grade talent show.

UPCOMING WHEELOCK PTO MEETINGS: Wed. Jan.10th @ 9AM, Friday, March 15th @ 9AM, May 1st @ 6:00 PM

TOWNWIDE PTO MEETING: TBD

All schedules, forms, and contact form at www.medfieldk8pto.com