

Wheelock PTO Meeting - Wednesday, September 6, 2023

Attendants: Holli Caulfield, Seema Patel (3rd Grade CoPresident), Metaxia Mitropoulos (VP), Cailin Caskey (2nd Grade CoPresident), Stephanie Bagdis, Jenna Schwartz, Amanda Macbeth, Stephanie Sinis, Katie Lynch, Danielle Alli, Catie Mavrikos, Kristen Lipschutz, Katerina Polechronis, Jill Werner (Secretary), Nicole Drummond

Welcome and Introductions: Seema Patel, 3rd Grade CoPresident, welcomes everyone to the meeting, thanks people for attending and starts a round of introductions. Seema shares a document of Wheelock events and activities with general timeframe and volunteer needs. She shares that we will be sending out volunteer Sign Ups to help with the running of events.

Principal Report- Holli Caulfield

- Big thank you to those that have come to the meeting tonight.
- Start of school year went really smoothly.
- Big thanks to Cailin Caskey and Rick Fink for helping clean out the courtyard prior to the start of the school year. Holli has big plans for courtyard usage, with a hope of connecting library space to the courtyard space in the future. The library has experienced some great updates since Holli has been here. It's truly become a hub of the school. She's hopeful to create some connectivity between the library and that amazing courtyard space.
- Big thanks to custodians for all the work they did to clean the school and have it ready for opening day.
- Some nice building updates over the summer: new carpet in library, new tiling in some of the hallways, office carpet has been updated.
- Rainbow Run will be taking place later this September. It is a fun school event and was hugely successful as a fundraiser the last time around. The event, with its awesome decor and setup, will take place outside during the school day. Volunteers will be needed to help run the day. Parents are also welcome to come watch.
- Wheelock's Open House will be held Tuesday, September 19th 5-7PM. Students are invited to attend with their adults—they can show off their classroom and their school. The student group will be split alphabetically. PTO, MCPE, SEPAC, and Food Services will be set up in the Cafeteria. Families can visit Specials too.
- Holli would like to streamline the Tshirt needs for this year: one set of classroom Tshirts for each class. The Tshirts will be used for school-wide events: 3rd Grade Rocky Woods, 2nd Grade Field Trip, Community Day, Night of the Arts. Each classroom will have a classroom color and families will order their Wheelock Tshirts through a google form. Angel funds are available to help with shirt purchases. Tshirts will be delivered to the classrooms.
- "Set the Stage" continues to be a big fundraising goal for Wheelock. Holli would like to see the non-working stage area (currently used as storage) be transformed into a fully functional stage space with working curtains, sound system and stage lights. The MCPE Fall Ball from last year got the fundraising base started but it will be an expensive project to update the space. Holli would like the PTO to explore a Tile Showcase fundraiser

where families and students, past and present, can donate and have a message added to a tile that will be put up on display in a Wheelock hallway.

- International Dot Day will be celebrated on Thurs 9/14/23. Students are encouraged to wear dots if they'd like. The Dot, a book by Peter Reynolds, celebrates leaving a positive mark on the world.
- The 3rd Grade Student Job Program will be coming soon. 3rd graders can identify their top 3 job choices and apply for those jobs. They must include references in their application. (Examples of jobs: folder deliverer, flower waterers, morning announcements) The hiring team will help match students to their jobs.
- The 3rd Grade Student Council will begin soon too. Interested candidates will need to give a speech to the 3rd grade student body and their classrooms will vote. There will be 2-3 representatives per classroom. Student council will meet with Holli one time a month regarding volunteer projects.
- Quick check in on PTO meeting times: the more participation the better. The group agreed that 6:30 PM would be better than 6PM for evening meetings. Morning meetings will be at 9AM

Treasurer's Report: Beth Rumul

- Treasurer Beth Rumul couldn't attend tonight but she did send along the approved budget.
- The approved budget for 2023-24 is \$42,158
- One of the first expenditures of the year is the Teacher Start Up Funds.
- Discussion about the Preschool classroom that has moved into Wheelock this year. Nicole Drummond, Townwide PTO President, clarifies that the preschool budgetary needs (including Recess Boxes) should be coming from the Memorial PTO budget, not Wheelock's.

MATTERS FOR DISCUSSION

- HUG PROGRAM UPDATE- Katherine Weiss will be running it this year. We matched 6 families last year. Follow up to see if we have new families this year.
- HOSPITALITY UPDATE-Katie Lynch
 - The Welcome Breakfast was put on by Townwide PTO. Katie and her team will be working on a Halloween Surprise along the lines of Boo Bags.
 - Katie will work with other elementary schools to help create alignment of the bigger hospitality events across the 3 schools.
- RECESS VOLUNTEERS-look for SignUp to help with Recess Duty across the year
- VOLUNTEER NEEDS—as we move into our calendar of events here at Wheelock there will be many volunteer opportunities
 - We will figure out the number of volunteers needed for each upcoming event and we will communicate those volunteer needs through SignUps (for certain events we will encourage 2nd grade families to volunteer for 3rd grade events and vice versa)
 - We will be utilizing Room Parents to help with volunteer recruitment.

- We are going to try something new and will assign certain events to a specific triad of teachers. We will have the room parents from those classes focus on communication with those families and gathering the coverage needed for the specific event.
- ROOM PARENT UPDATE-Meeting on 10/2 @10:15AM, more info to come on room parent responsibilities

UPCOMING EVENTS: (all come along with volunteer opportunities)

- VICTORY GARDEN- September and October Dates. 2nd Graders plant in the spring and 3rd graders harvest in the fall in preparation for the upcoming Rocky Woods feasts. Keep an eye out for SignUps that will be coming out with class volunteer slots.
- RAINBOW RUN: Tentative Date is 9/26 with a rain date of 9/28. The event was hugely successful the last time it was held. Run will be held during the school day. Each child will fundraise for the event. The first \$30 raised by each student will go to cover PTO dues. The rest will go to the Rainbow Run Fund which will eventually be distributed across the different schools.
- PLIMOTH PAWTUXET FIELD TRIP- October 10-12th, chaperones needed
- ROCKY WOODS- Oct/Nov (10/30-11/3)--many volunteers needed!!!
- LITERACY NIGHT/BOOK FAIR: Thursday, October 26th at Memorial this year
- HOLIDAY SHOP-a successful winter event. A team of volunteers needed
- TALENT SHOW-moved to winter this year--Friday, January 19th at the HS auditorium
- FUNDING REQUEST: "Tile Showcase"--need a committee to help with this project to fundraise for the stage

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

TOWNWIDE PTO MEETING: Monday, October 16th @ 7PM

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