

Townwide PTO Minutes
May 25, 2018

Attendees: Martina Spitzer, Claudia Rosen, Lindsay Rogers, Kelly Scobbo, Nicole Drummond, Keven Gallagher, Megan Leshnick, Katie Lawless, Kiersten Cole, Lisa Regan, Meghan Glenn, Jessica Reilly, Jessica Kemp, Jill Werner, Maureen Dodge, Heather Boyd, Anna Mae O'Shea Brooke

Presentation by Kerry Cowell for Author Grant: District Media Library Content Specialist Kerry Cowell, shared about the K-5 Author Grant request for the visit of Matt De La Pena in March 2019. Matt De La Pena's book, Love, will provide the theme of focus for the upcoming summer reading program and will be addressed further in the coming school year. The exploration of his book will culminate with De La Pena's author visit in March as well as a professional development session for teachers.

Introductions: Attendees introduce themselves and share their role in relation to PTO

President's Report: Martina Spitzer

Martina welcomes everyone to the final Townwide PTO meeting of the year and offers a big thanks to everyone for their hard work throughout the school year.

As the year winds down, Martina is requesting the following information from the school PTO boards:

1. Updated volunteer google doc forms for the individual schools. These forms will be posted on the websites. Make sure to copy to Megan Leshnick so she can publicize further.
2. A list of grants and events that have been PTO sponsored at the schools during the 2017-18 school year. These lists of accomplishments will be publicized. They will be shared at the School Committee meeting and with the superintendent. **Anna Mae O'Shea Brooke adds that the School Committee would like to invite a PTO representative to come to the June 4th meeting at 7:30PM to share about the PTO's work and accomplishments in the schools.
3. Each PTO needs to figure out meeting dates for the 2018-19 school year and add these dates into the Building Use Calendar. This is required for booking space in the schools.

Lastly, Martina shares that the Townwide PTO is looking for someone to fill the Townwide Treasurer Position--it is a 2 year position

Treasurer Report: Katie Lawless

Budget Update: Katie shared the cash flow statement. This year the PTO spent more than it made. There was an initial budget of \$7,000. Budget felt tight. All PTO dues were distributed right away this year. There may be a benefit to holding some back. Earned decent money

through Bay State Textiles. There was mention of dismissal becoming automated in the future. At that point, the green dismissal pads would no longer be needed.

Katie proposes a Townwide PTO budget for \$7,000 again for next year.

Motion to approve Townwide budget for 2018-19 school year. Second and approved.

Vote in Budget for each school: Each school prepared and approved a budget at their school PTO meeting. These budgets are shared with the Townwide group for vote. Memorial, Wheelock, Dale, and Blake proposed budgets are all approved by vote.

School Updates: PTO members from each school share accomplishments from their school with the group.

- Memorial Highlights: Successful Winter Carnival, Star Labs for Kindergarten and First Grade, 2 New Performers came to Wheelock: Windows on Wildlife and a songwriter that helped first graders write and perform a song about friendship. Grade 1 then performed this song for kindergarten. PTO will be giving a CD of the performance to all 1st Graders, Indoor Recess Boxes, TV monitor for updates to be mounted near the front entrance
- Wheelock Highlights: Playground Paint/Stencils, Walk for Franklin, Pumpkin professional development experience for teachers, Indoor Recess Buckets, Kindness Rocks Project, Mr. Slason's Ninja Warrior Obstacle Course, Kwame Alexander books, Weathervane for Victory Garden, weather station, TV monitor for updates to be mounted near front entrance, Projector for cafeteria, Wheelock beautification project
- Dale Highlights: Kwame Alexander books, books for library, CueBall-a microphone ball, Walking classrooms, \$150 to each classroom to update classroom libraries--a teacher wish, playground equipment.
- Blake Highlights: Educational enrichment including Pharoah and Roman Military presentations, Foreign Language presentations, Book Enrichment for the LGBTQ, Safe Learning Environment support for the staff, A Midsummer Night's Dream Theater performance and To Kill A Mockingbird theater performance, sewing materials in Makerspace, money to update microphones in the theater, 8th Grade Graduation and Cookout--purchased reusable water bottles that can be signed and decorated (this was a student proposed grant in an effort to reduce plastic water bottle waste)

Other Business:

- The Author Grant request from start of meeting is revisited. Memorial, Wheelock, and Dale approve funding \$2,000 each to bring Matt De La Pena to the schools in Spring of 2019. There was a discussion regarding Townwide PTO contributing. For now individual schools are covering the cost of the visiting author. Townwide PTO anticipates contributing to Speaker Series next year. If that doesn't happen, townwide will revisit availability of funds for this in the fall.

- There is a Treasurer request to standardize reporting by using Quicken for bookkeeping and reporting. Kelly Wysocki, treasurer from Wheelock PTO and Erin Fontana, treasurer from Dale PTO have been using it. It seems to be an inexpensive program that can be shared among multiple users, so each school treasurer could have access to the programming to manage their PTO's budget. It will help align the treasurer reporting role across the schools.
- New Communication/Room Parent App: Carrie Quinlan is researching an app that could help simplify the room parent communication process. She is exploring options now so hopefully something could be implemented for the 2019-20 school year. The hope is that the program can simplify managing class lists, volunteer signups, directories and mass emailing. For the program to work, user registration would be required, meaning that parents have to be willing to do this.
- Upcoming Town Election: There is a discussion about how to handle the upcoming June 11th election and what to share with the public in regards to a PTO stance on the ballot items. It was decided that the PTO would aim to Educate and Encourage Participation in the vote, yet remain neutral otherwise. Individuals on the boards are free to support, campaign, and vote as they see fit, but the PTO, as an organization, will be not be communicating an official stance on the issues. PTO members were in favor of helping educate voters by sharing the implications of how yes and no votes would impact the schools.