

Potter Road PTO Meeting Minutes 5/12/10

1. Welcome and introductions – Sarah Hofschire.
2. Motion to approve April PTO Meeting Minutes by Jacqui Goldberg, seconded by Cheryl Jones. Minutes approved unanimously.
3. Principal's Report – Paula Del Prete
 - Math MCAS coming up for grades 3 & 4 on May 20th
 - The 2010-2011 public school system budget will be presented at School Committee meeting this evening – there's still a \$1.7M gap.
 - Kindergarten Tours – they were a great success. We had about 80 parents attend. I'd like to offer a special thanks to the 5th grade tour guides, to Livia Kropf who put together the fantastic video presentation, to the PTO parents, and to 5th Grade teacher Jeff Weinstein and the Potter Road singers who introduced the school song. The interactive nature of the presentation and tour really paid off.
 - Kindergarten Orientation is coming up on Monday, June 7th at 10AM. Class lists will be arriving on Friday, June 4th for the Kindergarten teachers to prep. There are still many questions over busing, staff, and the like.
 - Potter Road is adding a 2nd grade Sheltered English class this upcoming school year.
 - There are three new elementary school principals starting in the Fall – Mr. Hanlon, McCarthy (currently interim principal there); Ms. Karaptian, Hemenway and Ms. McGilvray-Rivet, Barbieri. Superintendent Hiersche has had to reopen a search for a permanent principal at Brophy as the intended candidate took another position in another school district.
 - Framingham Public Schools have declined the state full-day Kindergarten grant for the upcoming school year, which means no Kindergarten aides. [*NOTE: Subsequent to the PTO meeting, the Superintendent reversed the school department's decision to eliminate K-aides – the aides will return in the Fall*].
 - Congratulations to Mrs. Maxwell and Mrs. Forman on the all-student Art Show (held just prior to this meeting). Well done!
 - The Potter Road School Play, *Alice's Adventures*, is on the evening of May 14th. A daytime show will be on either May 21st or June 11th.
4. New slate of officers for 2010-2011 PTO board (no changes from 2009-2010):

Co-Presidents – **Cheryl Jones & Sarah Hofschire**

Co-Vice Presidents – **Kim Comatas & Nancy O'Connor**

Treasurer – **Maria McHugh**

Co-Secretaries – **Ingrid Kushinsky, Gayle Seletz & Jacqui Goldberg**

Portuguese-Speaking Liaison – **Rosaria DeSouza**

Motion to approve made by Cariann Steenbruggen, seconded by Cheryl Mitcham. Vote unanimous.

5. Extracurricular Activities – Discussion as a Group about proposed fee-for-activity idea [note: the PTO is looking into other options]
- The proposal is a cap of \$20 per activity or a cap per family, dollar amount not determined yet.
 - Lego League and Ballroom Dancing already charge nominal fees.
 - The purpose of fees is to cover teacher stipends. In the past, the PTO has had an extra cushion to fund these which it doesn't have anymore.
 - The PTO decided not to have an auction in 2010-2011 given the uncertainty in the school system right now (vis-à-vis the proposed reorganization and the budget).
 - The PTO acknowledges there may be a financial hardship for some; there's no intention to employ collection tactics.
 - Benefits for fees are that these extracurricular programs can continue without additional PTO fundraising and will become more self-funded, and it helps to keep the numbers of enrolled participants down.
 - How to make fair?
 - It was noted that a lot of schools don't have clubs because they don't feel comfortable charging fees.
 - The teachers are mostly on board because they will be paid their stipends, regardless as to how the money is collected.
 - Maybe fees to help offset the stipends (approximately \$3,900).
 - Paula Del Prete asked if we can approach banks for loan-type arrangements. TD Bank has a program where it will pool money and contribute a percentage to the PTO as non-profit. All one has to do is sign up by linking their account to the school. Nancy O'Connor offered to draft the letter.
6. Treasurer's Report – Maria McHugh – Review Proposed Budget for 2010-2011

Highlights –

- Fees of \$3,900 (stipends for extracurricular activities)
- Added community adult evening fundraiser like a Spelling Bee, Trivia Night or a "Thon", in lieu of the Auction. Actual fundraiser to be determined.
- Added two Family Fun Nights – Fall would support the current 5th grade, Spring would support the current 4th grade.
- Changed some expenses – upped Creative Arts (reduced last year) and upped Mini-Grants to \$2,500.
- The school grounds will need to be mulched in the 2010-2011 year – the Direct Donation Drive should help pay for that.
- Typically the PTO uses this meeting to vote on the upcoming school year budget. Cariann Steenbruggen made a motion that the PTO approve the budget "as-is" now, and if there are any modifications, that an addendum would be prepared and voted on in September. Courtney Edman seconded, Nancy O'Connor thirded. The school year 2010-2011 PTO budget is approved unanimously.

7. Esta Rita Smith Scholarship Report – Cheryl Jones for Amy LaPlante

The recipient has been chosen for the \$1,000 scholarship, however, will not be publicly named until the other applicants are contacted.

8. Kindergarten Orientation – Kim Comatas/Sarah Hofschire

- Kindergarten Orientation is on Monday, June 7th at 10AM. No current kindergarten that day.
- Kim Comatas is coordinating the orientation.
- Any help by parents is appreciated to answer questions at Orientation. A request will go out on the Loop. The more parents on hand, the easier it will be to break down into smaller groups.
- The PTO will be selling school spirit stuff.
- Courtney Edman offered to coordinate the parent volunteers.

9. Review of Various Committee Chairpersons – Cheryl Jones

- We have a new Boxtops chair – Tracy Walkup
- We still need a 4th grade coordinator – Gayle Seletz and Alison Quackenbush volunteered
- Courtney Edman will coordinate 5th grade fundraising efforts
- Chairperson for Tea & Sympathy (for new Kindergarten parents) is still open
- Sarah Hofschire will chair Mini-Grants
- Chairperson for All-Student Art Show is still open
- Bookfair – Tracy Lampl will do it again this year but needs a co-chair. Allison Quackenbush offered to do it.
- Chairperson needed to update bulletin boards
- Lego League needs a co-chair

10. End of Year Picnic – Courtney Edman

- The live band we had last year will participate again this year without Jason Giannetti (drums).
- Can we get a slush machine?

11. First Day Folders – Cheryl Jones & Jacqui Goldberg

- The Potter Road School handbook needs to be updated first. Tracy Lampl is doing this.
- We are still looking into reducing the amount of paper, especially when there are families with siblings (about 90 children). Some paperwork does need to be filled out for each child (e.g. pink emergency cards) but other leaflets are informational only and don't need to be duplicated.

12. Important End-of-Year Dates

- 4th and 5th grade play – Friday, May 14th @ 7PM, \$3 tix at the door.

- Kindergarten Show – Thursday, June 3rd
- Kindergarten Orientation – Monday, June 7th
- End-of-Year Picnic – Tuesday, June 15th from 6-7:30PM (Rain Date = June 16th)
- Last Day of School – Thursday, June 17th

13. Additional Business – no additional business was presented.