

MINUTES

Potter Road Elementary School PTO

Date | time 9/12/2018 7:00 PM | *Meeting called to order by* SaRah BoweRs

Welcome, and Introduction of the 2018-2019 PTO Board – SaRah BoweRs

- SaRah BoweRs, President
- Jasmine Laffin, Vice President of Committees and Volunteers
- Jaime Cesar, Vice President of Fundraising
- Kevin Harris, Treasurer
- Colleen Frost, Co-Secretary: Record Keeper
- Aimee Stanley, Co-Secretary: Electronic Communications
- Corrine Sonia, Co-Secretary: Physical Communications

Administrator's Report – Larry Wolpe

- Thanks to the PTO for continued support and investment in the school. Over the summer, the new stage curtains were installed and they look great. Also thanks to the PTO (especially Jaime Cesar) for organizing a popsicle day on a recent extremely hot day. Nurse Archambault, the teachers, and parent volunteers worked together to provide each student with a safe popsicle or alternative treat (due to allergies). It was a lot of work for all involved but the students appreciated it.
- This year is off to a great start. We have a total of 530 students, including 86 Kindergarten students. The new two-way bilingual Portuguese program is going well.
- It was wonderful to see so many families at the recent Framingham school district-wide picnic (new this year) and the Potter Road School welcome picnic.
- We also welcomed many new staff this year:
 - Luanna Silva, Kindergarten (2 Way Program)
 - Josefa DaSilva Carvalho, 1st Grade (2 Way Program)
 - Miriam LapaSilva, 1st grade (2 Way Program)
 - Yetxaira Barbosa-Acosta, 1st Grade Aide
 - Lauren Harrison, 2nd grade
 - Heather Alden, 4th grade
 - Marjorie Teague, Grade 4/5 Learning Center
 - Edna Semprum, Grade K/1 ESL
 - Michelle DaCosta, Vice Principal
- Thanks to staff attendees – Kristi Daley and Nurse Maureen Archambault
- Social networking – It's understandable that people want to discuss issues on social media, but please address any school-related concerns or feedback to the administrators before posting anything on social media. Administration is very open to discussing these issues directly.
- Updates from Nurse Archambault
 - 20 years at Potter, goal is safety and health of each child. Also interested in vision health – started a club called "Vision United" which meets during lunchtime. Currently has 40 members, and is open to new members who wear glasses – contact Nurse A to join. Also helps with BOKS (before school fitness club).

"Mythbusters" – Jaime Cesar and Jasmine Laffin

Some people feel intimidated to get involved with the PTO or don't know what it's all about. Here are some common misperceptions and frequently asked questions. Every parent at Potter is automatically a member of the PTO, and all are welcome and encouraged to participate!

- *MYTH: The PTO is just for stay-at-home parents.* **FACT:** The PTO is for everyone! We have volunteers who stay at home; work part-time to full-time; have little ones at home, preschoolers, high schoolers and/or college students; are continuing their own education; and more.
- *MYTH: The PTO has all the help they need.* **FACT:** The PTO welcomes everyone and continues to need volunteers for various events, fundraisers, and committees year-round. We need you!
- *MYTH: Volunteering for the PTO takes too much time.* **FACT:** YOU decide how much time to give. There are numerous opportunities to help at a single event, or to handle just one task per year, or you can get involved on an ongoing basis. Either way, your help is welcome and greatly appreciated.
- *MYTH: PTO volunteers need to be at the school during the day.* **FACT:** Much of the PTO work can be done from home on your own schedule, or occurs during evening or weekend events. Yes, there are volunteer opportunities during the school day if you are able to do so. You choose a schedule that works for you.
- *MYTH: The PTO always has the same volunteers and everyone knows each other.* **FACT:** We are fortunate to have many volunteers who return, but we also welcome new ones every year. We enjoy working together and making new friends. Volunteers range from Kindergarten to 5th grade parents, so it's a great chance to get to know new people.
- *Myth: The PTO is all set with their activities and events for the year.* **FACT:** The PTO repeats certain activities every year, but also continuously tries new activities, fundraisers and events. Those new ideas come from volunteers. While we try to plan ahead, it's only the beginning of the school year and there's still plenty of time to do even more for the students and school this year. And we want you to be a part of it all!

How Can You Help? – Jasmine Laffin

- Potter Road offers many before- and after- school clubs and activities for students, many of which are parent-led. There are also various committees and volunteer opportunities that are looking for new members, and some are looking for a "shadow" to work with the committee chair with the goal of taking over that position next year. See below for a list of committees. If you are interested in any of these opportunities, please contact potterroadpto@gmail.com and we will put you in touch with the correct point-person.
 - BOKS (Building Our Kids Success) – before-school fitness club, **coaches wanted**
 - Scholastic Book Fair – fall and spring book fairs, **volunteers and shadow needed**
 - BoxTops/Amazon/Stop and Shop fundraisers – coordinate and promote these fundraisers
 - Brainstormers
 - Charleston Wrap – home goods and wrapping paper sale; proceeds support our PTO, **shadow needed**
 - 5th Grade Activities – support school-wide fundraising activities and organize 5th grade events
 - Fine Arts Show – volunteers matte and hang artwork for Fine Arts Night in May, **setup and breakdown volunteers needed**
 - Hospitality – organize recognition events for faculty and staff, bus drivers, etc.
 - K Orientation and Tours -Welcome new families to PRS and answer questions for incoming parents

- Kids With A Cause (KWAC) – monthly community service club for K-5th graders, **volunteers needed**
- Landscaping – help beautify the flowerbed areas around our school, **volunteer needed**
- Lego League – weekly after-school Lego club takes place in spring, **volunteers and shadow needed**
- Mini Grant Program – review and award mini-grant applications for faculty and staff
- Monster Money Challenge – fundraising contest occurs in the fall. Classes compete to fill jars with money to earn points. Volunteers need to promote contest and count money daily. **Shadows needed.**
- Portuguese Liaison – help translate PTO communications into Portuguese and ensure our Portuguese-speaking community members are included. **Volunteers needed.**
- Pumpkin Fair (see below) – **Shadows needed.**
- Restaurant and Picnic Fundraisers – organize 4-6 restaurant fundraisers per year, including pizza and refreshment sales at the fall and spring picnic. **Shadows needed.**
- Robotics – before-school club takes place in the spring. **Volunteers needed.**
- School Pictures – work with photo vendor to schedule picture day and retake day, as well as communications to parents.
- Drama Club – after-school club takes place in the spring, **volunteers needed.**
- Sweetheart Dance – February school dance. **Volunteers needed** (for check-in desk, chaperoning, carnation sales, baked goods, etc.)
- Town-wide PTO – attend monthly TWPTO meetings and represent Potter Road.
- Creative Arts – organize enrichment programs for each grade. **Shadow wanted.**
- The Pumpkin Fair – Saturday, October 20 from 12-4 PM. This event takes place indoors, and requires the help of many volunteers to make it a success. This is a fantastic fundraiser for the school, as well as a fun community activity and a Potter Road tradition. There will be an online sign-up genius form that will be sent via email. We will need help with many activities, including setup and cleanup, the bake sale, selling food, haunted house setup and supervision (decoration donations also wanted), children’s game and inflatables in the gym, raffle ticket sales, etc.

Motion to Approve Minutes – Colleen Frost

The May 2018 PTO meeting minutes were reviewed and approved by the board.

The June and August PTO board meeting minutes were reviewed and approved by the board.

The meeting was called to a close at 8:00 PM by SaRah Bowers.

The next PTO meeting will take place on Wednesday, October 10 at 6:30pm in the cafeteria.