

The Dover PTO Executive Board Meeting Minutes Friday, November 20, 2009

Attendees: Betsy Ryan, Jennifer Friesen, Pam LoDato, Judy Schulz, Georgia Dakoyannis, Suzanne Nystrom, Carolyn Ringel, Michele Mandel, Mary Yanke, Wendy Darragh and Vicki Hadar

The meeting was called to order by Ms. Ryan at 9:00 am. Ms. LoDato presented the minutes for the October 16, 2009 Executive Board meeting and asked for any final revisions. Given there were no changes, it was moved that the minutes be accepted.

VOTE:

To approve the October 16, 2009 Dover PTO Executive Board meeting minutes.

The motion was seconded and accepted unanimously by the board.

President's Report

Ms. Betsy Ryan opened her remarks with a thanks to all of the PTO members that helped with the Dads and Doughnut event that morning. The rain most likely reduced attendance. There was a healthier food selection. The doughnuts and coffee were donated by the Rapo family through their Honey Dew store. Next spring, a different format will be tried.

The Book Fair is all set for the week after Thanksgiving and will occur on December 1-3rd. Leslie Cutler is organizing the volunteers. There continues to be needs for volunteers for the after school hours, The books will be open for sales on Tuesday and Wednesday from 8-5 and on Thursday from 8 am to 8:30 pm. These dates coincide with parent teacher conferences which should help sales. Ms. Ryan commented that there has been great coverage in the local newspapers about the book fair as well as the Matt Noyes visit, thanks to Judy Schulz.

Ms. Ryan and Ms. Friesen showed the notecards with the reproduced art from the Michelle Worthy thank-you poster. The cards will be sold as a tribute to Michelle and a fundraiser for her children's college fund. There was discussion over a couple of packaging ideas and the price. The board settled on a suggested contribution of \$20 per 10 note package of cards. 150 packages are available for sale. They will be sold at a separate table at the book sale as well as thru the High School PTO. A Chickering family donated \$500 towards the cost of the printing so almost all of the proceeds will go directly to the Worthy Education Fund. These will supplement the \$20,000 raised by Tim Worthy's work colleagues and \$4,000 in community raised funds to date.

Vice President's Report

Ms Field reported that the grant review process has begun with input from Kirk Downing and Ginny Keniry on the seven grant requests received so far. Funding of approximately \$4,445 will likely be recommended. Final decisions will be made in December and all proposals will be required to show research for 2-3 price quotes. This way the PTO knows that they are getting the lowest prices for the purchase orders and there will not be any costs overruns as has happened in the past.

There was no proposal from Janelle Madden in Food Services for the nutritionist, other healthy eating initiatives or the recyclable trays. Given that the school lunch program is under the SAC and School Committee due to the potential financial implications, the PTO will not be directly involved going forward.

A new literacy specialist has been hired and will start in December. The person is a retired teacher who will be at Chickering for the rest of the year. She is expected to hit the ground running. A new literacy specialist will be hired for the next school year.

Treasurer's Report

Ms. Jennifer Friesen handed out an updated PTO financial report with the YTD and the full school year PTO budget. It is still early in the school year. Expenditures are on track with the budget despite the \$1,200 spent on food for the Chickering staff for the Worthy lunches. Total sales for Innisbrook were \$10,600. \$7,600 has been received and the PTO is awaiting some additional credit card sales. The profits for the sales will be about \$3,500 and could go as high as \$5,000. The PTO received one straight donation of \$300. There have been some small incremental apparel sales. The 20% commission from the book fair sales will go towards the \$9,000 nonfiction book grant.

Communications Report

Ms. Judy Schulz asked that PTO members continue to send photos for potential publication in the newspaper. The deadline for the monthly e-mail blasts has been moved up to allow time for the superintendent's office to review the material. There was a complaint due to the inclusion of a town library Octoberfest fundraising event in the last newsletter. Valerie Spriggs believes that there should not be any reference to non-school related fundraising in the Chickering blasts. There was considerable discussion on this matter and the consensus was that it was important that the PTO support the inclusion of information on town events for not-for profits. The town library in particular supports the learning of the Chickering students. It was suggested that a letter be drafted to the SC supporting the inclusion of non-profit Dover events in Chickering community communications.

Fundraising Report

Ms. Georgia Dakoyannis reported that the Innisbrook Gift Wrap sales ended up with a 23% participation rate. There was good feedback on the quality of the product. There were a lot of comments about the poor online ordering system. Next year, it was recommended that the Innisbrook sales be moved to Easy Money and be done all online with free shipping. Another suggestion for next year is a fun run for the kids.

The Auction Committee has its next meeting on December 10th at the Library. The committee plans to do an online survey of parents to see what they want at the auction. Christine Gleason is developing an auction logo to help brand the communication pieces.

The Easy Money campaigns are on track. A shop Amazon link will be put up on the PTO website in December.

Curriculum Enrichment

Ms. Michelle Mandel reported that the program planning for the year is almost done. In November there was some poetry and a Native American visit. There is still ongoing discussion over a grade 5 science module. Under review is a MIT teaching lab. Last year there was about \$4,000 left over in the budget. There may be one more big name author visit added to the CE program.

Community Service and Community Relations

Ms. Vicki Hadar reported that in November there was a Natick Food Pantry Drive coordinated by Kristin Brophy and Amy Fielding. A message went out to the community talking how a contribution by each individual would result in a large group effort. In December there will be campaign for the kids to send letters to Marines with a message of thanks and holiday cheer. There are a number of philanthropic effort underway by individual students.

Other Business

Ms. Ryan asked that each person check the PTO website to be sure that the information for their committee was correct and up to date. Updates can be sent to Betsy who will work with Dana White or Sara Muckstadt to get the site updated.

Ms. Ryan reported that she helped with the Dover Board of Health distribution of the first round of H1N1 shots for kindergarteners and first graders this past week. Shots for second and third graders will be available in early December. There will be a second booster shot offered 28 days after the first shot.

Ms. Darragh said that the Metco and host family holiday party will be on December 9th from 12-3.

Next Meeting

The next PTO executive meeting will be held on Friday, December 18th, 2009 in the Chickering Art Room at 9:00.