

Chickering PTO Executive Board Meeting September 17th, 2010

The Dover PTO Executive Board met at the Chickering School beginning at 10:00 am on Friday, September 17th, 2010. In attendance were Anne Nolen, Megan Field, Barb Dawley, Missy Gramer, Gina Doyle, Suzanne Nystrom, Amy Caffrey, Siobhan Doherty, Kristin Brophy, Jody Shue, Mary Yanke, Betsy Ryan, and Pam LoDato. Pam LoDato, Secretary recorded the minutes.

Ms. Anne Nolen and Ms. Megan Field, Co-Presidents, welcomed the board members and thanked them for all of their work to get the school year off to such a good start. Each member of the board briefly introduced themselves.

Approval of the Minutes

The first order of business was to approve the minutes from the June 11th, 2010 and August 27th, 2010 Executive Board meetings. Ms. Anne Nolen, Co-President, asked for any corrections to the minutes and none were offered. Ms. Betsy Ryan proposed a motion to approve the two sets of minutes.

VOTE:

To approve the June 11th, 2010 and the August 27th, 2010 Dover PTO Executive Board meeting minutes, as submitted.

The motion was seconded and accepted unanimously by the board.

Co-Presidents' Report

The first PTO event for the Chickering community was the Back to School Picnic on the second day of school. There was good attendance and the group felt that the model worked well. Entertainment included a DJ and an ice cream truck. Dover Days was on September 11th and this year there was spectacular weather. Ms. Rebecca Kovrlija again coordinated the expanded PTO games and rides. Feedback was very good. The PTO netted \$1,400, which may be a record. Last year the PTO took a loss due to the rained out activities. Next year, it was recommended that additional, older student volunteers be assigned to help with each activity.

Ms. Anne Nolen said that planning for the Night at the Runway on October 22nd was well underway. This event will be primarily a community building event. The fashion show is being coordinated by Ms. Christine Serowik, a Chickering mom who owns a store in Needham. She will arrange for the clothes along with a men's store in Sudbury. This team has done other similar events. The organizers are looking for community volunteers to model the clothes. Models will need to go to the stores to pick out an outfit. The model have the option to buy the outfit for a 20% discount. There will be a limited number of other vendors selling fashion items at the event. The PTO will get a

portion of these proceeds. This party at the Dedham Country Club will feature a cigar rolling and scotch bar to appeal to the men. There will also be a cash bar. The key volunteers are in place for the party but more are always needed. Invitations will go out shortly in the mail.

The Worthy Mural

Ms. Megan Field reported that the Worthy Mural project, directed by Mr. Josh Winer, is taking shape with the help of all of the students during art classes. Many parent volunteers have been helping in the art classes as well. The project is supposed to be done around October 1st. Ms. Field worked with the teachers and the library staff to select books to be featured in the mural. A guiding consideration were books that were important to Michelle Worthy in her reading program, such as Leo the Late Bloomer. The quote in the Mural - read like a river - was one of Michelle's favorite phrases. No decision has been made on the dedication but everyone wants to be sure it is done right. Plans to finish the fundraising will be finalized after the completion of the mural.

Vice Presidents' Report

Ms. Missy Gramer and Ms. Gina Doyle said the plan to move some teacher appreciation lunches to the room parents for coordination was well received. The luncheons were broken down in such a way that made the work very manageable for all involved. Each grade will have a point person. The teacher dinners on conference nights will continue to be catered.

Treasurer's Report

Ms. Barbara Dawley announced that since the last meeting she has changed the PTO budget to reflect the \$1,400 received through Dover Days. She also adjusted the net revenue expectations from the Fashion Show from \$2,000 to zero to be conservative. Overall the PTO budget expenditures are conservative as the teachers in the past have never spent all of the money they are allotted through the classroom and general grant programs. Last year the PTO spent \$20,000 less than was budgeted. A big factor in this high total was the non-fiction book grant, which was not able to be spent by Michelle Worthy. That money will be spent this year, with the new reading specialist on staff. The PTO is in a strong cash position. Plans have already been made to spend up to \$7,500 on lobby instrument storage. The PTO may also make a contribution to the Worthy Mural.

Community Report

Ms. Kristin Brophy reported that three to five community speakers are being planned for over the school year. Some of the events may be co-sponsored with the DMA and the Dover SEPAC. Potential topics include cyberbullying (which was well received last year), nutrition, anxiety, and coping skills for busy parents.

Fundraising Report

Ms. Suzanne Nystrom said that the fundraising volunteers are discussing ways to get the message out to the community on all the great programs and support the PTO

provides for the students and teachers at Chickering. This communication is seen as important before parents are again asked to give money to the PTO. The goal for this year's check writing campaign is \$35,000.

The Easy Money programs will be run by Lynda Barnes and Jill Shea. The PTO will continue the online links such as Amazon and Barnes & Noble. The Shaws program has been closed down so should be removed from the budget. Laura Collins will run the Box Tops program twice this year. The fundraising committee will run a raffle during the year in connection with a community event.

On January 27th there will be a fitness and nutrition fun night at the school run by the physical education staff. In the spring there will be a kid centric event run by the fundraising committee. It could be rolled into an end of school celebration. Ms. Amy Caffrey and Ms. Suzanne Nystrom will be meeting soon with Dr. Terry Nugent to discuss this program in more detail. If this was done at school, all of the money would be pledged ahead of time. The event could potentially be a picnic held on a half day Wednesday. Each grade could coordinate a game. Ms. Nystrom will keep the board posted as this event develops.

PTO Directory Report

Ms. Pam LoDato announced that the PTO Directory is on track for distribution in mid-October. Thanks to Ms. Serena Chang, ad sales are up from last year. The directory will have color ads on the front inside cover and both sides of the back cover page.

Communications Report

Ms. Jody Shue passed out information on the PTO communications policies and deadlines for the monthly PTO newsletters. Jody will also put together the information for Ms. Kelly O'Donnell to post in the weekly Chickering News. Jody will send the information on Monday morning so anyone with information should send it to Jody by the week-end, at the latest. Community listings should be sent to the Chickering office and it will be up to the office to determine whether it should be included. Updates to the PTO website should go to Ms. Jody Shue. It is best if documents for the web are sent in PDF format. Once a week Sara Muckstadt will upload updates to the website.

External communications to the press and other communication sources will be coordinated by Ms. Katie Green. It is important to continue to get great pictures of the curriculum enrichment (CE) and other PTO sponsored activities for the local papers. Ms. Mary Yanke asked specifically who was to write the articles for the newspaper. In the past, the press person wrote the article. Ms. Shue was originally thinking that the PTO volunteer involved with running the CE would write the article. Ms. Yanke and Ms. Green will discuss this offline.

Volunteer Report

Ms. Siobhan Doherty said that the room parent coffee went well. Out of 58 room parents, 32 were new which was better than prior years. While many parents returned

the volunteer form, many parents did not take the time to fill it out. This year, the form worked much better for filling the September requests for volunteer help.

Curriculum Enrichment Report

Ms. Mary Yanke reported that the CE framework of grade level programs is in place. Exact dates of events are still being booked. Finalizing dates can get complicated with the school schedule and the needs of the teachers. There will be over 30 programs during the school year and each grade will get an author visit. The committee is also booking several school-wide programs. In November there will be an assembly on Japanese music. It will involve a specialized drum technique. The program was a recommendation by Ms. Ida Pappas. Most of the CE programs are teacher initiated. The teachers fill out evaluations and only the home run programs are repeated.

Other PTO Business

Ms. Betsy Ryan suggested that the PTO apply to the Dover Cultural Council for grant money for some of the CE programs. The grant is due in November and it is for programs in calendar year 2011. Ms. Megan Field will follow-up on this suggestion.

There was general discussion about the school's decision to no longer send out the link to the weekly Chickering News. Parents will need to go to the Chickering website and click on the link to read the news going forward. The PTO has asked that for a short period of time, a reminder be sent for parents, to go to the website for the Tuesday newsletter. This new format does allow for links, video and photos in the weekly communications which could be beneficial.

The next PTO Executive Board meeting is on Friday, October 15th at Chickering starting at 9:00 am.