

**Medfield Heights PTO  
Meeting Minutes  
01/19/2017**

**1. Financial Report**

- 6659.02 is our current balance - Strong City has purchased a new software for accounting. Gideon will RSVP for a date for the financial software training.

**2. Five Below Fundraiser**

- \$104. total. - Actually represents \$1000.00 in sales because it was only 10% benefit to MHES.  
- Square 1 vs. Claire's timing. Square 1 is nice before holidays, but also is close to the Claire's fundraiser.  
- Do another Square 1 fundraise in the Spring to see if it was an anomaly based on new novelty or whether it was better because it was spaced out.

**3. Blue Pit**

- Could do Prix Fixe. How many people? Would people just order from the menu? 15% is what they are offering us. Buffet may be easier for Blue Pit? EJ will talk in person to check out more of the details. Potential limited menu? Looking for a date in March. Not March 14 - that is the color run.  
- Joe Squared. Pick a date in May. Potentially 9,10,11 or 23,24  
- Chuck E. Cheese gives us a flyer that we need to send out, and has a sticker to go home.  
- PTO Meeting moves to 2/9 because of CEC night

**4. Spring Arts Assembly**

- We should work with the same company again. It has been very reliable and affordable.  
- Date for 2nd arts assembly in April or May

**5. Grant opportunity through MICA**

- We could write a grant for the craft items/ craft experience for Spring fling. Grant is due in January. Potential need for display boards for the art show? A parent signed up for the craft room for the Snowflake dance may be able to help with that.  
- Also still waiting on grant for violins applied for in the fall.

**6. Snowflake Dance Prep**

- EB and DC will be shopping for food.  
- Jason Melani will be the DJ and will do some decorations the evening before.  
- 6-8pm. \$5.00 admission. Up front ticket sales will be used to get items at a discount.  
- Heather will do guessing jars again.  
- Mrs. Chiavacci (O'Neill) may be able to help with ice. Probably room in freezers to bring in ice the evening before.  
- Souvenirs: some left over from last year. DC is looking at flashing LED rings- 100ea.  
- Library will be used for a craft space for kids to be able to take a break from the noise and movement of the dance.  
- Ms. Kilcoyne- Custodians will already be present. Police presence needs to be looked into. - Gratuity for custodians (free food).  
- Balloon blow up - Shandana, Shelley, Kathleen, Gideon, Desiree. Sent home by Denise in child bookbag.  
- Heather Emcee Limbo?  
- Denise will get square on her tablet to run the door sales via Debit.

### **7. Meet & Greet for pre-school parents**

- Live Baltimore is going to be committed to helping us live well through the transition into the Chinquapin swing space.
- At Clay Cafe? May have been a fire hazard.
- We need parents who are available to come talk about the school. Also, spread the word to people with younger children.
- Gentleman from Marshall Alliance may want to observe.
- Possibly 3-5pm if it is held on location and not at another parent home.

### **8. Spring Fling - 4/29**

- Should be less work
- Need a lot of volunteers the day of, but this should be one of our main focuses for the pre-fling planning. This should include more parent involvement from MHES parents to gain more ownership of Spring Fling as a school event.
- Potential for Roland Park Middle students to come help with the Spring Fling to have a buddy system and help the 5th graders in moving up? - Heather
- Get plastic wrap for baskets right after Easter.
- Have a signup sheet at the Snowflake Dance to get people to come to SF.
- Homework Passes?
- If you get a certain % you get a popsicle party in Pre-K or K.
- Bring back the plant wheel.
- Flea Market to be delineated with grass paint on the bottom Terrace below the playground.
- More attractions geared more toward residents or adults.
- Committee meeting to be held with smaller team bi-weekly - Mon. 2/6 @ 6pm
- Make a separate date to talk with Heather R. about food.