

**MHES PTO Meeting, Thursday, Aug 13, 2020 from 6:30 – 8:00pm**  
**Website: [medfieldheightsppto.com](http://medfieldheightsppto.com) | Email: [medfieldheightsppto@gmail.com](mailto:medfieldheightsppto@gmail.com)**  
**Zoom Meeting Information - Meeting ID: 891-9271-4082/Password: 923836**

**Agenda**

1. Welcome:)
  - a. Checking in “How are you doing?”
    - i. Taking it one day at a time
  - b. Checking in “ How are MHES staff doing?”
  - c. Checking in “ How are MHES families doing?”
2. Review of Minutes
3. Events:
  - a. **Sat. August 15, 9:30-10:30 am: Virtual Meetup** for incoming Pre-K & K families.
    - i. Greetings and Introductions to Reps for PTO
    - ii. Coordinators- Kristy Holton/Laura Everdale
    - iii. Review of Schedule
    - iv. EB will be tech coordinator
    - v. Kids will do a song, show and tell
    - vi. Total of about 30 families, 20 are K, only two new K families; ⅓ Pre-K have older siblings, others are new to the school
    - vii. Is it smaller than usual - maybe a little, especially Pre-K families (that may be because they are reluctant to use Zoom with such young kids?)
    - viii. Letter has already gone out to families who are attending the meetup
  - b. **Tues. Aug 18th, 6 - 7:30 pm : INSPIRE Neighborhood PROJECT Brainstorm**
    - i. Discussion of the Safe Routes to School
      1. If anyone has any areas to focus on, let us know
      2. Community Project ideas - please pass on
        - a. Update of the baseball field/basketball courts
          - i. What is the border between Rec Center and School?  
Does it matter?
        - b. Mural for Rec Center? Or something else for Rec?
        - c. Tasha - knows of another school that is doing a mural and playground spruce-up
          - i. Our owl murals - contact is Ms. Casey
        - d. Sidewalk from school to Rec?
          - i. Already did sections of sidewalk along main walking routes to school
            1. Couldn't do sidewalk ramps because it's a different timeline (a wait of several years)
          - ii. In prior meetings, this has been shut down
          - iii. Can we use the Slow Streets program to justify some kind of pedestrian friendly arrangement?
          - iv. We need the parking on both sides of the street

- c. **Tues. Sept 8, 2020 : First Day of School (virtual)**
    - i. Encourage families/students to create “Welcome Videos”
    - ii. Encourage families/students to connect to classmates
  - d. **Tues. Sept 15, 2020: Back to School Night (virtual)**
    - i. **Date is still TBD, contingent on other factors**
    - ii. PTO Board Intros
    - iii. Encourage PTO sign-up
    - iv. Volunteer to stay on general zoom call for questions?
    - v. Cathy and Amber have gotten lots of concern from parents, desire for more information about schedule; Monday is the goal for next email to start discussion about schedule and materials
    - vi. Bags for every student with supplies from school (e.g. manipulatives for K students) will be sent to families
    - vii. District is ordering books; five shipments of ELA curriculum, Foundations, computers and materials. We don’t know when they will arrive. How do we organize getting these to families with as few trips as possible?
      - 1. Laptops are the most important
        - a. Is it possible to use the Rec for a pick-up spot?
          - i. Brenda is still at the Rec normal hours
          - ii. Identify those families who are likely to need help getting materials
          - iii. Not sure if any volunteers are allowed in the building
            - 1. We could pick things up from the door
        - b. Or use people’s porches?
          - i. The problem is, it’s a lot of materials
      - 2. Batch curriculum materials into one pick-up?
      - 3. After orientation, that week could work if possible
        - a. PTO could help distribute
        - b. A couple of trips is possible - people want materials
    - viii. Should PTO send out a communication with a checklist for families?
      - 1. School has already reached EVERYONE about devices/connectivity
      - 2. September 2nd meeting will have an overview with Ms. Kilcoyne, then breakout sessions for teachers/grades
    - ix. There will be a Google classroom for parents, to create a hub of information for families to stay on top of.
      - 1. Will we get alerts, or do we have to check?
4. **Budget Discussion**
  - a. Review/Approval of 2020-2021 Budget (Desiree)
    - i. If we spend more than we earn, that’s okay; these are unique circumstances
      - 1. The whole point of the PTO is to support the school
    - ii. The events section is the most up for discussion; do we have fundraiser nights, do we cancel snowflake dance? Etc.

1. We need to be more strategic about fundraising, keep in mind our priorities
  2. Can we only fundraise from chain restaurants?
    - a. Chipotle, Dominoes, etc.
    - b. Is it worth it? There will be lower percentage of participation
    - c. Is it better to wait to see if we can do them in the Spring?
    - d. Or, ask for flat donations in lieu of events this year?
      - i. This needs to be coordinated with the school - what about the normal school's fundraisers (like Claire's)? We could do a joint effort, but we need to check with Amber, because she doesn't like to ask for money
        1. But if we (PTO) ask, it might be better than if the school asks
    - e. Are we just fundraising or are we also creating a sense of community?
    - f. Push out the ones that are meant to be gatherings, see if we can do them in the Spring
    - g. Holiday Drive?
      - i. Don't go too deep into Fall with other fundraisers if we are going to do Holiday Drive
      - ii. We surely can't do traditional wrapping of gifts; it would have to be gift cards
  - iii. Copy paper and other supplies for school- that could be cut in half or more, depending on whether we open the building after the new year
    1. Homework going forward will be largely virtual, so we might use less paper in general
  - iv. Additional line items for PPE donations
    1. District is supposed to supply masks...
    2. Again, depends on when we go back in person
  - v. Virtual school supplies
  - vi. Adding another 5th grade celebration for last year's kids, to graduate from the new building (January/February)
  - vii. Teacher Appreciation gifts - keep to the twice a year schedule
  - viii. Budget approved by PTO Board
- b. Review reimbursement process (Desiree)

**Next PTO Meeting:** Thu 09/24, 6:30 pm