

**Medfield Heights PTO  
Meeting Minutes  
10/17/2016**

**1. Financial Report: Monthly statement not in yet. As of 8-31, \$7,700**

- Spent \$625 on teacher gift cards for supplies.
- \$70 on web hosting and email domain
- \$630 on overhead for the year (toy chest, PTO tables, SPF supplies)
- Also bought paper
- Deposits : \$175 split / \$172.05 in donations for SPF tattoos \$35 credit
- \$6069 as of today.

**2. Homeroom Parents Update**

- Still getting off the ground.
- Have all the classes now.
- Only 2 classes don't have a homeroom parent (Ms. Bickish/ Ms. Jones) - teachers were emailed, so next step is to ask specifically from parents in those classes.
- Emails to homeroom parents should go out soon.
- Reminder to Ms. O'Neill to let teachers know to send class lists home.

**3. Claire's update**

- \$3500 raised for the school
- Potential discrepancy with online orders
- About the same as last year

**4. Square 1**

- Forms will go home end of October
- 2 week turnaround on forms
- Art went out yesterday.
- Samples sent out to be displayed at Literacy Night

**5. Book Fair**

- We need volunteers, 2 shifts 8-11 and ...
- If you are doing afternoon shift, your child can be brought to you.
- In the past one person has coordinated all the shifts, so we need to do register training.
- Is there a way to be tax exempt on the scholastics now that PTO is tax exempt: Possibly not qualified.
- Possible lesson on tax before the fair so kids understand the amount they really need?
- Need to keep an eye on the change to cover tax for students.
- Also need help sorting afternoon of the 21st

**6. Literacy Night**

- Thursday during book fair, book fair will stay open later.
- Not much to do for PTO, but we are paying for snacks. We will have water and prepackaged snacks.
- Buying Volunteer: Nicole?

**7. PTO Patent/Teacher Mixer**

- Teachers have asked if it would be possible to hold a meeting after school.
- Not sure if this is necessary, because teachers are contracted to go to a certain number of meetings.
- Ms. Oneill suggested just picking 3 dates throughout the year.
- (Ms. Bickish is now unable to be our teacher liason in person)

**8. Chipotle Lunch/Dinner Fri 11/4**

- Still waiting for approval
- Possibly lunch and dinner shifts available for us.

**9. American Education Week**

- Ms. Kilcoyne soliciting for 3 mornings of breakfast with parents (Moms, Dads, Grandparents 9:00-10:00) - looking for corporate donations

- Week of November 14th
- Followup with Erin Jakowski for donation contacts.

#### **10. Math Night 11/17 Thursday**

- First big PTO event.
- Hot dogs, Nachos, etc.
- May need some afternoon volunteers
- Bake sale or not this year?

#### **11. Holiday Drive**

- Ms. Williams in charge
- Everything must be anonymous
- Try to publish the list of needs earlier this year, so we receive correct items and sizes.
- Collection available whenever.

#### **Extra: New School Building**

- Will the PTO be having a meeting with Ms. Kilcoyne at all about preparing the school for moving to Chinquapin?
- Flyer is being prepared to go home, and counteract any rumors. Waiting on information from 21st Century Schools team before sending things home.
- Need to schedule a general parent meeting.
- Have parents currently in the school or neighbors come talk to the Medfield community
- Have the meeting after the staff goes to visit the school.
- Should be done before New Year to stem people applying to charters.
- Have an alternate format for people to declare their feelings in a collective group (like it, love it, gotta have it)
  - circles of people
- Give people food.

#### **12. Dr. Karl Alexander**

- Thurgood Marshall Alliance
- Deep Commitment to Diversity, feel like public schools are where that can happen well.
- Wants to create a series of conversations
- School Climate, Attendance, After School and Summer Programming, Healthcare, Family Trauma, etc.
- Three separate conversations
  - 1: Parents whose children currently attend
  - 2: Parents who live in the zone but attend a different school
  - 3: Parents who have preschool children.