

## **Pelham PTO Meeting Agenda 10-11-17**

**IN ATTENDANCE:** Aline, Kristin Balboni, Andrea, Lisa Desjarlais, Sarah Hall, Dory Peltier, Vince Hohreiter, Margaret Light, Jenny Franz, Joe Black, Lennie Ware, Matt Wolaver

**Sensory kits:** (Dory) Integrating sensory tools into the classroom. Creating take-a-break areas within the classroom to keep students in the classroom. Sensory bin for any kid. Just under \$297 for a sensory kit of 5 things (12 kits: all classrooms plus resource rooms). This has been discussed with teachers as well. They will all make their kits together through staff training/meetings. Andrea suggested each class have a designated break space, with a uniform space that every kid knows. **ACTION ITEM:** Kristin will contact Dory that the PTO will support this purchase.

**TREASURER'S REPORT:** (Kristin). Currently we have \$10300.71 in the bank. Bertucci's fundraiser raised: \$232.00. Received a check for \$50/donation. Lisa D. will cover the cost of the Godkh-Bi System event, so the PTO will not cover this in the end.

### **NEW ITEMS**

**School Ideas Committee:** (Matt) Forming a group to discuss use of Pelham Elementary infrastructure (i.e. Summer camp idea) and/or uses for the school and purchasing equipment (i.e. Parkour/ropes course; another tire swing: would cost about \$3000 according to Scott) to support this.

RE: Summer camp from Brenda: "After doing more research about using Pelham Elementary School to do a summer camp to raise funds for the school, I'm not convinced it could make money. Additionally, the building gets very hot in the summer without air conditioning and the students were unhappy. Unless a teacher/staff member proposed a really interesting concept for a summer camp (music, theater, science, etc.)- I'm not sure it makes sense to explore it."

**Events Committees:** (Kristin) Forming committees to organize the many events going on at the school. Having one person to chair the event as the go-to/contact person for the event, with a cadre of folks contributing as the committee. Discuss dates/times for events during meetings, but do not do extensive planning for the events during regular PTO meetings.

- 1) Having separate chairs/coordinators for each event so that there's a single point person and we're not all trying to do everything and
- 2) Using Google groups for threaded discussions (so we don't end up with multi-topic emails)
- 3) Exploring a project management system like **Asana** for organizing and assigning tasks/supplies for events. Kristin also mentioned Slack as another system that allows action items and threaded conversations.
- 4) Approval for spending on events: Set a dollar threshold per event (\$100), anything above that needs approval from PTO leadership.

## **EVENTS**

**Trunk or Treat** (Matt will chair the event, Heather Edwards, Jenny Franz, Joe Black on committee)

**ACTION ITEM:** Jenny Franz has set up an evite to RSVP to the Trunk or Treat: 14 cars are now signed up to participate.

**Update on volunteers:** Aline sent email to room reps on 9/20/17: Tracy Walker is helping with Haunted House, is up for helping with other games; Megan Cannon will assist with candy jar game. Aline has been in touch with 15 UMass volunteers, who are scheduled to come from 3:30 - 8pm to assist with the event. Lisa has invited the police and fire department to attend. Marie Lauderdale has volunteered to do after event clean-up.

**Activities:** Donut eating, guess the number of candies in the jar, police table, haunted house is also inside. Dance party outside with smoke machine (Matt will set this up, David, Nate and Joe will help set up).

**Update:** Scott checked with Glazed Donut Shop and they will donate 6 dozen donuts for bobbing-for-donuts activity.

Drinks: Cider (donated?) and water set up

Sell pizza by the slice

**ACTION ITEM:** Nurse Katy will MAKE A LIST OF CANDIES THAT ARE ACCEPTABLE TO SERVE AT THE EVENT that are peanut free.

**December Parents' Night Out:** (Kate Paradis will chair this event; Joe Black, Matt will be on committee)

**ACTION ITEM:** Aline will be in touch with Kate about this event (Aline emailed Kate).

December 1, 8 or 15th?

5:30PM-8PM

Fee per child

Auditorium and cafeteria will be open

Pizza and playtime 5:30-6:30

Movie and playtime 6:30-8

## **Spring Fair**

Andrea proposed we cancel this event, a lot of work over a long period of time. Huge undertaking to get volunteers.

**ACTION ITEM:** Matt suggested we create a committee to consider this and possibly revise it--maybe a town event? Andrea is willing to be on the committee. Lennie is willing to serve on the committee in an advisory capacity. First weekend in May during town meeting, Pelham meeting getting involved?

**FUNDRAISERS: Committee** (Joe will chair this committee, Kristin Balboni and Olivia also on the committee)

**Antonio's in Belchertown:** November 13: Volunteers: Brad, 5-7pm; Marie, 7-9pm

**Box Tops:** Nicole, Crystal and Kate have offered to collect box tops for the school and sort them for submission. Lisa Desjarlais sent out a box tops collection competition handout to classes today.

**Pelham sweatshirts for kids and adults?:** Mark them up a bit to make some money or could run a booster to cover the sweatshirts.  
Competition for a “Be a Buddy Not a Bully” logo for the sweatshirt

**Gift card mall:** School gets \$5 from each card. Gift Card Mall:  
FlipGive fundraising strategy (Jenny)

**Discount/coupon cards:** (Joe) Half proceeds could go back to us.

**Genevieve’s catalogues:** (Kristin) Closebury catalogue/local stuff; Genevieve’s wrapping paper/holiday catalogue.

**UMacc donations:** Brenda noticed that when donating to national/local organizations through UMacc (the UMass Amherst Community Campaign), that Amherst PGO is listed as one of the orgs to donate to. Would we want to add Pelham PTO to the list. While we don’t normally solicit cash donations, we could.

**Support-through-cash donation:** Suggested by Olivia (see image in Google Drive)

### **HOMEWORK REDUCTION INITIATIVE**

Last early release day, teachers met, research based that kids don’t need so much homework. Some studies show that in 4th, 5th and 6th grade, kids need homework. Connect with Mike Morris about this initiative?

**ACTION ITEM:** Lisa Desjarlais will invite Mike Morris to see when he could come on an evening to a meeting with parents to discuss this.

### **OTHER ITEMS**

**Publicizing performances:** That the PTO has supported, such as the recent Godkh-Bi System performance at the school (Matt). Maybe have an evening performance as well where we can sell tickets and adults can attend. This group is willing to come back next year, could host a community event and charge money to attend. Some event could serve as the head/opener of a spring fair, makes it more family-, less just kid-focused.

**School directory:** Lisa D. has the revised form for the school directory, will send out tomorrow. Mike Hayes will lead this up. Kristin: Why not have people complete this on a google form?

**Florence Savings Bank slip added to PTO FB Page?: ACTION ITEM:** Kristin Balboni will check in with Olivia about what is needed here.

**Other news:** Pelham will be a host school for two teachers from the Netherlands--they'll be here for 8 days starting next week (10/19). They're hoping to have a host family to stay with.

Pelham presence at Amherst Block Party next year? Could be a fundraiser or just for fun, could create exposure for Pelham Elementary, could be a way to announce events at Pelham (Matt)

Tuesday, October, 17th, 6:30pm at the Pelham Library: Small school innovation meeting.