

Our mission is to help parents and the community understand and support the mission of the school, to encourage participation in the life of the school, to create a sense of community among parents, guardians, children, teachers and the town, and to create happy memories for our children.

## PELHAM SCHOOL PTO MINUTES JANUARY 9, 2012

**The meeting was called to order by Kristin Mattocks at 6:00 p.m.** Childcare was available as well as pizza for meeting participants and their children.

### **In attendance**

Kristin Mattocks (PTO president), Diana Zahradnik (PTO treasurer), Elise Stromgren (PTO secretary), Lisa Desjarlais (Pelham Principal), Margaret Light (Pelham teacher representative), Lisa Candito, Tracy Farnham, Jennifer Culbreth, Jessica Hanson.

### **Martin Luther King Day Celebration**

(Information about this event went home in the Pelham Press last week.) The Pelham School will have an all school assembly tomorrow (1/10/2012) as part of Dr. Martin Luther King's birthday activities. A professional actor (Greg Kinney) will come in to do diverse pieces about Dr King at approximately 1:15-1:45; then there will be a few minutes for students to ask questions, then Mr. Kinney will present a piece about Louis Armstrong. In addition, teachers will recognize the day in the separate classrooms in various ways.

### **Valentine's Day Party/Dance FRIDAY February 10, 2012 6:30-9:00 p.m. (coordinator, Tracy Farnham)**

This is a nice mid-winter event. It is a dance party and the only connection to Valentine's Day (intended) is the decorations. It is technically not a fundraiser, however, typically through donations at the door (no amount suggested) the dance has broken even; biggest expense is the D.J. This is a family event, playful and fun. Classes decorate the gym during indoor recess (which there are usually a few due to the cold in January/early February). Families donate baked goods to sell, and pizza is purchased by the PTO to be sold at the event (to help recoup some of the costs). PTO discussed what else we can include in the party to raise some funds? Suggestions – a silent auction of items that folks could donate. It is decided that we will have some items to auction off that people could then give to their Valentine (party is the Friday before Valentine's Day. Other suggestions: a 50/50 raffle, dollar dances, a charge to request a song. Volunteers are needed to assist with set up (at 5:30 p.m.) and with donations or suggestions for the silent auction and other possible fundraising activities at the dance.

### **Fundraisers Recap/Update**

Pelham "Spirit Wear" (Pelham School tee-shirt) (Kristin)

Received 12 orders from families, a few substantial, there was a slight problem/an error in the order delivery but Kristin had ordered additional shirts and was able to cover for part of the error, and the vendor has now replaced another tee-shirt. We may do another bulk order in the late Spring; Diana and Kristin need to work out the invoiced prices vs. the prices charged – will calculate out the profit for a future meeting/treasurer's report.

Genevieve's (Diana)

Diana's overall assessment is that this fundraiser ended up in competition with Original Art, so some families either chose one or the other or did a smaller order for each. The fundraiser started late this year, we considered another company but made the final decision to use this (local) company. Diana called the contact in the early summer and materials were supposed to be sent to us earlier; when materials didn't arrive, Diana contacted again and we had been overlooked. Diana suggests that this fundraiser start up earlier next year, maybe the second and third week of school. PTO agrees to think about the timing of fundraisers next year.

Original Artworks (Elise)

Diana received a check from Original Works for approximately \$400. Total amount of orders processed in November was approximately \$1400. 10 additional orders were recently found; orders had been carefully secured when the fundraiser transitioned from one coordinator to another (replacement coordinator from PTO had not yet been agreed upon). All affected families were notified and eight asked that the orders be processed in January. Order forms and art have been returned to two families. Suggestion for next year that families be notified (copy of order form or otherwise) that their order was received.

### **Storage Shed (Diana)**

Diana solicited for 3 quotes from local (Pelham) construction companies; got 2 (Wilson & Light). Jessica H. obtained another quote from another local (Belchertown) construction company; \$ 2,995.00, if we constructed in winter it would be \$200 less (\$2,795.00). Wilson Construction has offered to donate the labor to build the shed. PTO needs to pay the cost of the materials. Diana needs to follow up with them re: site prep and materials, total cost (minus labor). Question from Pete Wilson; where will the shed go? Completion date is targeted for before the Spring Fair, May 2012. Lisa needs to provide the plans for the shed to the school committee – supported by sona-tubes (sp?) or cinder blocks – shed will be 12' X 12' with a 6' doorway.

**Other Business**

Diana had a question about the teachers to be included in the gift checks. PE teacher got a check (we have previously done) but she was not sure about the Music teacher or Art teacher or other teachers who are in the school part-time; chorus, band, orchestra, speech/language teachers, special education teacher, etc. PTO decides to provide checks to the part-time teaching staff as well. Suggestion for next year is to provide perhaps a reduced amount for teachers who are not here every day. Discussion that PTO already had to reduce the amount we are able to provide the teachers due to state law. Margaret Light let the PTO know how much the additional money is appreciated; the gift is easily spent by all teachers on additional necessary classroom materials and is a big help and shows the teachers how much the PTO appreciates and supports them. Diana forwarded a thank you note from Ms. Corey (2<sup>nd</sup> Grade) in regard to the gift.

**Administrative Reports**

Treasurers Report: Diana reports that the current balance is \$11,765.99.

Principal's Report: Main Office received a check from Box Tops for \$342 (Cheryl Wilson coordinates this). Lisa says that we received a comment from a parent about the 6<sup>th</sup> Grade Poinsettia and Wreath fundraiser, that this fundraiser was not inclusive of all families regardless of the winter holiday celebrated (or not celebrated). This comment was also discussed at a previous PTO meeting. Lisa reminds everyone that Ruth Carolan will be sending out an email to convene a group to review and potentially overhaul the 6<sup>th</sup> grade fundraising for Nature's Classroom and other activities. Tomorrow night at the joint regional school committee, Lisa will be presenting a piece on school discipline using a power point – the Spirit Wear shirt is part of the power point. Lisa also reminds families that there will be meetings upcoming about the proposed late start for middle/high school.

**Next PTO Meeting**

Monday, February 6, 2012 6:00 – 7:00 p.m. School Cafeteria or Staff Lounge  
CHILDCARE AND REFRESHMENTS WILL BE AVAILABLE

**MEETING ENDED AT 7:00 p.m.**

Submitted 1/10/12  
Elise Stromgren  
PTO Secretary