

# MINUTES

## Willett Elementary PTO Minutes

November 10, 2015

The meeting was called to order by Kirsten Mailhot at 3:20.

### In attendance

See Attendance List.

### Approval of Secretary Report

The minutes distributed via email from the October 2015 meeting and approved.

### Officer's Reports

- a. There is now a calendar on our website ([www.willettppto.weebly.com](http://www.willettppto.weebly.com)) that is updated regularly to include events and deadlines for fundraisers. Discussed upcoming events that will need assistance: yearbook-4<sup>th</sup> grade, "tough mudder", square 1 art gift distribution, indoor recess kit, scholastic book fair. We will now be using SignUp Genius for volunteer signups for all events. Lastly, there is a meeting for the district-wide golf event on 11/19 at HRES at 6:30. We are looking for additional representatives of Willett School.
- b. Treasurer's Report: Kirsten handed out the current financial report and discussed a brief overview of the amounts in the accounts.

### Committee Reports:

- a. Harvest Fest: Earned about \$750
- b. Fall fundraisers brought in \$3303 (Meadow Farms) and \$2644 (Frozen). We keep 50%.
- c. Book Fair: Preliminary Numbers are Gross sales: \$6108, All For Books: \$270, AFB redeemed: \$221, Scholastic Dollars redeemed: \$46.34. Julie attended a Scholastic seminar in September and we will receive \$25 from this. She recommends that we take 50% cash and 50% scholastic dollars. She also recommends forming a committee for the Spring Book Fair and taking the fair back to the library.
- d. Box Tops: Fall submission (paying in December) \$4453.10
- e. Technology: Received \$500 from NE Behavioral Services. They asked the money to be used for technology that would benefit the Insights classroom. It can be shared with other classes as well. The \$500 should cover the cost of two iPads. We also raised \$282.45 from Half Day PJ Day!
- f. Room Parents: Collecting emails and starting to send out emails weekly. Any committees that need something sent out should send to myself or Jess the Friday before you need it dispersed. Yay, no more printing!
- g. Reading Night: Sign up located on SignUp Genius link on our website and FB
- h. Holiday Shoppe: There will be a bake sale, so we are looking for donations for that. We are also looking for pick a ticket donations (such as golf tickets, etc)
- i. Garden: Discussed a shed that they would like to purchase from the high school for \$300. They will be conducting a push for brick sales at Christmas and looking at ways to earn money going forward, such as a seed sale and t-shirts.

### Principal's Report

- a. Staff Changes: Elyse Greave (paraprofessional) has accepted a new position in another district. Shelly Bonomo will move from Insights to Ms Greave's position. Stephen Withers was voted in for City Clerk. November 24<sup>th</sup> is his last day. Lisa Hopkins will cover Robin Wild's maternity leave. Mr Cateon is still looking to cover Amanda Oliveira's maternity leave. The student teachers currently in classrooms will leave in December.
- b. Jr Scholars: The first community meeting was Friday, 11/7 in the gym. They worked on expectations and gave out the first Jr Scholar awards. Jr Scholars are appointed by teachers who see students following the Willett Way. They will receive a book and lunch with Mr Cateon.
- c. Small Talk: NESN has a program called Small Talks. They wish to video tape children asking questions. At a later date, the players are recorded answering the questions and then they put it together for the show. 25 Willett 3<sup>rd</sup> graders will participate. There will be certain criteria used to earn a spot.

d. School committee voted to give Willett 37 Chrome books. They decided not to give us a cart (getting 7 extra Chrome books) because we will be wireless soon.

e. Mr Steinberg is working on professional development to train teachers on apps.

f. Wireless: Wiring is done. Equipment is ordered and wireless will be ready in December approximately. Wireless signal reaches to the outside grounds. Discussed a "Bring Your Own Device" concept.

g. Critical Incident Team worked with the students on drills. They had the first lock down drill of the year and students did a great job. There were questions about how this is discussed with children. The teachers give general descriptions of why they do the drills, such as practicing safety just like a fire drill.

**Unfinished Business:** Discussed the main categories to fund this year, being technology, teacher/class supplies, garden, and enrichment. There were no objections or additional suggestions.

**New Business:**

Mentioned that we would like to plan a "Tough Mudder" type event for the Spring that includes students, family, and community. Will probably charge an entrance fee. Put down tarps with mud in the field. Make course with hay and other obstacles. We will need people interested in forming a committee.

Voted on the shed purchase. Passed unanimously. Voted on purchasing 4 iPads with covers and screen protectors as well as 3 Chrome Books. (approx. \$2300). Passed unanimously.

**Next Meeting**

12/8 at 6pm

Adjourned at 4:15