

**SPTO Meeting Agenda**  
**September 20, 2022**  
**7pm @Center School Cafeteria**  
**And Google Meet: <https://meet.google.com/igi-iyes-gfj>**

Meeting minutes are in blue font.

**1. Principal Updates**

- a. Center
  - i. Thank you for all who contributed and attended the back to school BBQ!
  - ii. Students will be participating in a mascot naming contest (so the Fox will have a name soon!) → **Can SPTO start a swag store again?**
  - iii. Daily Mile is in place
  - iv. Renaissance assessment platform (being used District wide) is being rolled out throughout Center School
  - v. School council for students will be rolled out
- b. Hale
  - i. New front office personnel (Edith Gonsalves)
  - ii. Back to School Night was 9/20/2022
  - iii. 20% of staff are new
  - iv. All families must update the School Registration Form

**2. Officer Updates**

- a. Center Chair
  - i. Summer Board Meeting - was held on 6/20/2022, roles were transitioned
  - ii. Back to School BBQ - was a success, total cost was \$3,785
- b. Hale Chair
  - i. Non fundraiser fundraiser will kick off to support: 8th grade end of year activities, composite picnic tables, tablets, recess equipment, roof for gazebo, scholarships
  - ii. Holiday gifts will be a separate ask from the non fundraiser fundraiser
  - iii. Need a volunteer to Shadow Ilana and take over as the Hale co-chair for 2023/2024
- c. Secretary
  - i. Meeting Dates (see below) - poll results
  - ii. Calendar Invites - sign-up form: if you'd like SPTO meeting calendar invites please indicate so on the participation form:  
<https://forms.gle/QXcP7sEASRsBcPNc6>
  - iii. Communication - we will be communicating primarily through the S'Mores newsletter that Principal Dulsky will be sending out every other week, once our directory is more accurate (based on people logging into the PTO Directory and updating their student information and/or completing their Student's annual school registration form indicating that they allow

their info to be shared with the SPTO) then we can start leveraging the listserv from paperless web (our website) to send out emails. Also using FaceBook Center SPTO page and Instagram. Check website for information as well.

- iv. Directory - To send out directions via room parents once there is a complete list of room parents, Also create a flier and distribute at back to school night. **Question: Are we able to get a teacher directory?**
- d. Treasurer
  - i. Draft Budget (to be presented in October, chairs to meet one more time to finalize prior to bringing it to meeting for a vote) - Bank account totals were shared, to discuss the budget line items in October
  - ii. Accountant (CPA) Update - we have a new accountant, file November 15th
  - iii. Tax Exempt Status Update - **Michela is looking into getting a new physical copy of our tax exempt status** since the certificate itself has an old expiration date, however our status is not expired
  - iv. QuickBooks Online - new accountant has suggested we utilize quickbooks for \$30 a month, this would help Michela, Angela Olsen offered to help Michela learn QuickBooks
- e. Website Coordinator
  - i. Paperless PTO Renewal Update - Renewed.
  - ii. Please log in and create an account or perform an annual review of your account, to date only 44 people had logged in.

**You must register on the website to access the PTO Student Directory** (essentially a phone book for students). Registration is necessary to keep the directory secure and to be included in the directory.

**First time users** need a password to register, password is **pickapples**.

Once registered you can access and download the directory at any time. Go to the website, click on "My Account," once you are logged in "Center Hale PTO Student Directory" will appear as a drop down item under "My Account," select the directory menu item and you can save or print the directory from there. The Directory gets updated throughout the year as new families register.

**Important: You must log in annually to confirm your student information is accurate.**

### 3. Committee Updates

- a. Social
  - i. Halloween Dance (first planning meeting 9/21 8:30pm) - Contact Kate Forrestall to help put on this fun event, Jessica Barry volunteered to decorate again

- ii. Social Media Update - We have a FB Center School SPTO page, and we also have an Instagram account
- iii. **Discuss updating by-laws to rename this Social Events Committee (Vote)**
- iv. **Discuss updating by-laws to create a Social Media Committee (Vote)**
- v. **Discuss updating by-laws to create Social Event Subcommittees: Halloween Dance, Talent Show, Arts Buffet, Book Exchange, and End of Year Picnic (Vote)**
- vi. Board will create subcommittees, no formal vote needed, **need to fill positions**
- vii. **Teacher appreciation needs a committee as well**
- b. In School Programing (STEAM)
  - i. Only one grade still needed a STEAM coordinator and Nicole Fanning volunteered to fill that need for K
  - ii. 3 to 4 events a year per grade
  - iii. Good way to get in the school and see first hand what the students are learning
- c. Project Prep - **Maureen to check in with Jennifer Wu and see if she will be coordinating this year**
- d. Fundraising
  - i. Volunteers for a chair?
    1. Mallory Sidorchuk volunteered, **any co-chair volunteers?**
    2. Once there is a team in place we need to determine fundraising strategy
    3. Fundraising goal is \$30k with a stretch goal of \$50k
    4. Lots of great fundraising ideas were discussed: bake sale, school store, fun run
    5. Questions about what we can fundraise for / what can come back: Nature's classroom - can this come back for 6th grade? Paused before COVID, Can DC trip come back for 8th? Paused for COVID, Boston trip was successful 30-40% of students hadn't been. Can there be local field trips? **Fieldtrip discussion to be moved to School Council. Once determined what fieldtrips there will be, we can discuss fundraising, supplementing costs, budgeting for the future.**
- e. Possible new committee: Room Parent Coordination
  - i. Volunteers for a chair? Kaitlyn Smith volunteered
  - ii. **If we have chair volunteers, discuss updating by-laws to create a Room Parent Coordination Committee (Vote)**
  - iii. Room Parent Handbook - **Kaitlyn will distribute once we have a final list of room parents, can we post this on the website**
  - iv. Room Parent List - **Need to get access from Kim Laster**

#### 4. New Business

- a. SEPAC - SEPAC coordinator Kaitlyn Smith gave an overview of SEPAC and events they sponsor.
- b. NASJA: Child Care
  - i. Abby Morgan co-president of NASJA spoke about how NASJA has been working with the town to have childcare during town meetings
  - ii. NASJA is a community group and does not have liability insurance, they need to work with an organization in town which does
  - iii. They believe childcare during town meetings will increase participation
  - iv. The town administrator is on board to help CORI the volunteers
  - v. Ask is if SPTO will provide the liability insurance, host at school
  - vi. **Next Step: It is a drop off event, SPTO to look into insurance policy to understand if we have drop off event liability insurance**
- c. Extracurricular Activities - Started the discussion about if the SPTO can help increase extracurricular activities / after school programming. Principal Dulsky is going to look into this more (Logistics need to be worked out: extended learning, no transportation, cost, etc.). Ideas were discussed both parent led activities and outsourced ones: Girls on the run, umbrella art center, cosmic kelly, karate, tennis, chess, Hero Sports, coding, BOCKS. **We could do a survey to try and pilot once we learn logistics.**
- d. Key Dates (See Below)
- e. Volunteers - [sign-up form](#)

## 5. Unfinished Business

- a. 2021 Photo Shoot Update - We received payment in full from the photographer in June 2022.
- b. Talent Show Purchase Status - Items were never shipped. **Kat Copeland is following up on this.**
- c. End of Year Picnic Recap - Made \$6k
- d. K Shirt Distribution - Successful
- e. 5th Grade Shirt Distribution / Moving Up Ceremony - Successful

## 6. Next Meeting Agenda Items

- a. Erin Bearfield would like to discuss Sensory Wall

## 7. Vote in June's Minutes - Voted in unanimously

## 2022/2023 SPTO MEETINGS

September 20th - 7pm - @Center School (Google Meet Option)	October 19th - 7pm - @Center School (Google Meet Option)
November 16th - 7pm - Google Meet	December 7th - 7pm - Google Meet
January 11th - 7pm - Google Meet	February 8th - 7pm - Google Meet
March 8th - 7pm - Google Meet	April 5th - 7pm - @Center School (Google Meet Option)
May 17th - 7pm - @Center School (Google Meet Option)	June 14th - 7pm - @Center School (Google Meet Option)

*If further adjustments are required throughout the year we will communicate changes through email, on the SPTO website, and @stowpto FaceBook page.*

## 2022/2023 SPTO Key Dates

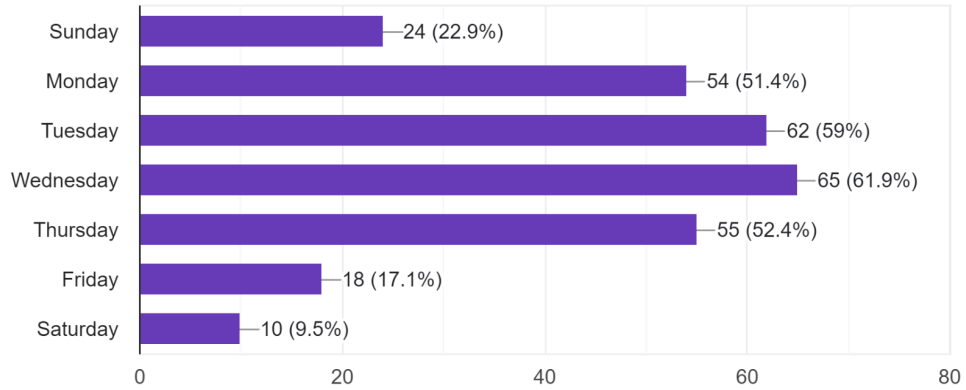
Wednesday 9/21 8:30pm - Halloween Dance Planning Meeting

Friday 10/21 5-7pm - Halloween Dance behind Center School (if rain - in gym)

## Results of Meeting Poll

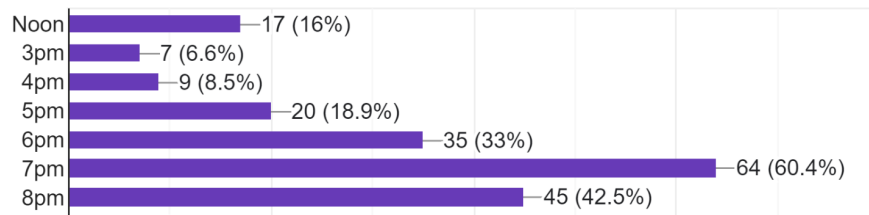
What day(s) of the week would be best for you to attend a PTO meeting?

105 responses



What time would be best for you to attend a PTO meeting?

106 responses



In person or virtual meet preference?

106 responses

