

Center/Hale SPTO Meeting
Tuesday, December 7, 2021
AGENDA

In attendance: Elisabeth Mathieu, Kate Forrestall, Melissa Coffaro, Erin Bearfield, Brooke Ball, Dana Green, Ilana Gordon-Brown, Kat Copeland, Ayesha Shahzad, Kate Schoon, Megan Foy, Jackie Spataro, Cleo Machado

1. Principal updates

a. Hale

- i. Pool testing starts Thursday. Hoping to get parents to sign up and get kids ready.
- ii. Some businesses and families have approached him about donations. Suggested that those people get in touch with the SPTO.
- iii. Email to go out in Principals Update letting parents know that they will be contributing to staff gift cards.

b. Center

- i. Pool Testing- starts Thursday. We should be in good shape with lessons learned from other schools. My main focus on Thursday will be collecting info/data on how well the process runs and how efficiently. Will also be checking with teachers to see how students did with it. A continued shout-out to our families for high consent rates.
- ii. NRHS Building Project- I just want to continue to remind Center families to stay involved and updated as this will have major implications for their children. Info is on main NRSD page.
- iii. SEL Professional Development- During our professional development this Friday, our staff will continue to work on Social-Emotional Practices, specifically, how can we embed SEL skill teaching into our classroom teaching and content.
- iv. Parent Presentation- I am working with an outside consultant to provide two workshops on anxiety with goal for a winter and spring date. The goal is that this supports parents in their understanding of their child and how to support at home.

2. Officer Updates

a. Open Positions – Looking to fill positions for next year

i. Center Co-Chair

1. Attend and facilitate monthly meetings
2. Send out email blasts
3. Supporting the board

ii. Treasurer

1. Budget
2. Keeping track of funds
3. Communicating with an accountant at the end of the year

4. Understanding non-profits

- b. How to get more engagement in SPTO
 - i. Should there be more connection between SPTO and SEPAC?
 - ii. More resources for parents
 - iii.
 - c. Pool Testing
 - i. Question about how the testing is happening within the schools
 - ii. Will communicate with the Principals to give a more detailed sense of how it will work
 - d. Center
 - i. Gifts – have one or more parent for each classroom.
 - ii. Will be pooling funds for rest of Center staff that will get electronically sent
 - 1. Will check in with Kyla to see how we coordinated that last year
 - e. Hale
 - i. Gift card distribution – have done electronic. Teachers get an amazon gift card in email.
 - 1. Last year collected enough money to buy gift cards for all, as well as a lottery raffle prize.
 - ii. Cookies and cocoa for the staff on Friday leading up to the holidays - from Emma's. Will be asking for a check from the SPTO
 - iii.
- #### 3. Committee Updates
- a. STEAM
 - i. All teachers and coordinators working to pull some programming together.
 - ii. Budget has been brought down this year, anticipating we will not raise enough money to cover the budget for next year.
 - b. Fundraising
 - i. **Family photo shoot:** all links to digital libraries provided by Lisa, anyone who ordered prints and didn't provide Lisa with their order choices please reach out to Lisa directly to finalize that, Lisa told me that once she finalizes the prints she'll work on getting the check over to us. As a reminder this is the breakdown: **Center profits \$1,905, Hale profits \$555 (Total profits \$2,460).**
 - ii. **Center School Picture Distribution:** Mary and Kim distributed the student pictures last Thursday, thank you to Mary and Kim. Coffee Pond had sent them grouped by class for ease of distribution. **Thank you to Heather Cornell and Kara Killough** who were lined up to help with distribution last week! Class pictures did not arrive with student pictures (Coffee Pond is having some delay issues with their suppliers), they are scheduled to arrive this week. Heather/Kara I'll reach out if Kim and Mary need help with class photo distribution.

- iii. **Center School Picture Retake Day:** This Thursday, December 9. Will be inside in the lobby like last year. Mary has the email I drafted to send out with details. I can post a reminder on FB. Volunteers Dana Ellis and Kara Killough are lined up and have the details they need (they can reach out to me w/ any questions). **Thank you Dana Ellis and Kara Killough!**
- iv. **Charleston Wrap (Center School Only):** **We earned \$1,888.70 thanks to the 68 students who participated!! Thank you to all who participated!** Sale is over. See snapshot of summary details below. Please let me know when we receive the check from them, because I will follow up if we don't have it by the end of month.
- v. **January Planning:**
 - 1. **Apparel Sale:** Fundraisers will be needed for brainstorming and executing an apparel sale (Center Foxes! and Hale Hawks!). I'd prefer a vendor that does not require upfront purchases, online sales would be the preference - something like Custom Ink so no one is stuck with boxes of apparel to sell, a local vendor that can help with the same would be fantastic. I'll be reaching out to those who signed up to help in the January timeframe.
 - 2. **Run for the Kids:** I'm also going to start reaching out to those who volunteered to help plan a Spring fundraiser around January. We're thinking of bringing back Run for the Kids at Stow Spring Fest.
- vi. **Non Fundraising:**
- vii. **Center School Hearing and Vision Screening:** **Thank you to Alicia Frigon, Tessa Tripi, and Tracy Henry** who volunteered to help Carla Dumas carry out the hearing and vision screenings this past month. I hope it went well!
- c. Social
 - i. Do we need any call for volunteers on early winter events
 - ii. Do we need a social media calendar so that we have a cadence for what gets posted on social
 - iii. Let's start a google doc with ideas for what we could post
 - iv. Kate will put together a calendar cadence of how to post items on FB
- 4. New Business
 - a. None
- 5. Vote in November 2021 Meeting Minutes
 - a. Approved

NEXT MEETING: Tuesday, January 4, 2022 7 PM