

Hill-Roberts Elementary School
PTO Minutes
Tuesday, September 10, 2019

Location: Hill-Roberts, School Library

Attendance: Katie Scott, Suzanne Brough, Caitie Medeiros, Jen DiPietro, Amy Young, Kate Marsland, Beth Dimond, Elizabeth Chisholm, Lynn DellaGrotta, Andrea Phillips, Soklim Souza, Angela Amiro-Shirley, Elizabeth Titmas, Evan Chelman, Frank Rich, Terry Hughes

MINUTES

1. Meeting called to order at 6:35pm. Pledge of Allegiance.
2. **Approval of June 2019 meeting minutes.** Postponed to next month.

3. Principal's Report

- a. Teachers has a professional development day to have ALICE training. Experts say that lockdown in emergency situations is not the best option. ALICE empowers staff to make the best decision in the moment on the information they have. That choice could be lockdown but it could be evacuate or change location. Training was intense. ALICE training is a better option for an open-concept school.
- b. The first fire drill was September 6th. Students did well. There will be at least 3 more fire drills throughout this year.
- c. As part of this year's building evaluation goal, professional development will include peer visits from other teachers to improve and learn from each other. Your student might mention there are more teachers in class room on some days.
- d. Nine classrooms have interactive screens (like a huge ipad touchscreen). The school bought one more this year that can be signed out for use in various classrooms.
- e. Reminder – parents must complete the sign off in ASPEN.
- f. New teachers:
 - i. Kindergarten: Mrs. Kathryn Bakalars
 - ii. First grade: Mrs. Wendy Landry
 - iii. Fourth grade: Mrs. Makaila Lombardy
 - iv. Art teacher: Mrs. Maureen DeOrsey
 - v. Special Education: Mr. David Pregana
 - vi. Health teacher to be hired this week.
- g. Other staff changes:
 - i. Mrs. Andrade moved to Physical Education
 - ii. Mrs. Puccio moved to Third Grade.
 - iii. Mrs. Munson retired.
 - iv. Mrs. Howes accepted a position outside Hill-Roberts.
- h. Update on chromebooks. Late last year the PTO donated \$6,800 to Hill-Roberts for the school to buy 28 new chromebooks (the fourth grade classroom

chromebooks are in bad shape and don't work well as noted during MCAS testing.) The laptops have not yet arrived. Mr. Rich will look into it.

4. Officer Reports

a. President's Report

- i. Our biggest event is this year's fundraiser, the Race for Education. Info packets coming home soon.
 1. The top prize for the student who raises the most money is a 20-person birthday party at Atltitude!
 2. The PTO keeps 100% of the money raised.
 3. The kids will be voting on what Mr. Rich and Mr. Chelman will do if the funding goal is reached.
 4. We're looking for additional prizes and donations. Please contact the PTO if you can help out with this.
 5. The prizes for each level have been ordered. New water bottles prize. Set-up a webpage and get a free ice cream at Bliss.
 6. Volunteers are needed to come in weekly and help get the prizes to the kids as they earn them.
 7. Volunteers needed for the day of the 'race' as well. October 18th.
- ii. The Back to School Meet and Greet went well if a little chaotically in this new format. The main goal was for the kids to see their classroom and meet their teacher and that was a success. Thank you to the Paraprofessionals and others who guided students to their classrooms and for the teachers for participating on what is already a busy day.

b. Treasurer's Report

- i. Main expected revenue for the year is the Race for Education event (expect to raise \$15,000). This is our fifth year using RFE (race for ed), students have raised at least \$15,000 per year. It's a good starting goal.
- ii. Current operational funds: \$7.96.

c. Vote on 2019-2020 budget.

- i. PTO pays \$12 per student for fieldtrips. All estimated expenses add up to \$15,000.
- ii. Motion made to approve the 2019-2020 budget. Motion seconded. Budget approved.

5. Committee Reports

a. Back to School Bash

- i. The Meet and Greet went well if a little chaotically in this new format. The main goal was for the kids to see their classroom and meet their teacher and that was a success. Thank you to the Paraprofessionals and others who guided students to their classrooms and for the teachers for participating on what is already a busy day. The kids loved the ice cream bar.

b. Race for Education – 10/18/19

- i. It's the PTO's big fundraiser. We have one big fundraiser asking for donations, either online or through mailers. The date of the "race" is

October 18th but donations are not based on number laps walked or anything like that. The kids will walk outside for an hour. K through Grade 2 will walk together the first hour and Grades 3 and 4 will walk together the second hour. Volunteers are needed the day of the walk. There's a DJ and parents are welcome to attend and cheer on their kids and join them for the last ten minutes of the walk. There will be lots of incentives and prizes for the most money raised ie prizes for the top classroom, top student, etc. We hope teachers will remind and encourage their students to talk to family and friends about donating.

c. Curriculum Night

- i. Event is 9/19/19.
- ii. Prefer parents to attend without children but if parent/guardians don't have childcare, then it's better to attend with the student than not.
- iii. Two sessions – same presentation. Attend either session.
- iv. The PTO will have a table in the lobby to promote the Race for Education fundraiser.
- v. Volunteers needed.

d. Fall Festival Committee

- i. Event date 10/19/19. Last year the festival was cancelled for lack of a coordinator.
- ii. We're looking for a committee to work with Soklim Souza to help plan the festival.
- iii. Volunteers needed at the festival. The number of volunteers will effect the amount of offerings: small petting zoo, bounce house, games like cornhole, pumpkin ring toss, hula hoops, etc, possible DJ, Trunk or Treat.
- iv. Plan for 200 kids? Possible \$700 budget? Earn back some of the cost through ticket sales.
- v. Watch facebook page for more info.

www.facebook.com/groups/hillrobertspto

e. Box Tops

- i. Looking for a box tops coordinator for this year.
- ii. You've probably saved box tops all summer, throw them in a bag or envelope and send them in!
- iii. Box Tops is changing how they run the program. Instead of clipping labels, download the app, select your school, and scan your receipts. Once all current labels expire, the program will be completely online.

6. Volunteer Opportunities

a. Fall Festival Committee (see item 5-d above)

b. Next Book Fair Oct. 21st – 25th and Scholastic Update

- i. Beth Dimond coordinating the book fairs this year.
- ii. Discussion about having the book fair open during the fall festival. Would need extra volunteers for this. Cashier training is easy!
- iii. Looking for volunteers for the week of Oct 21st through Oct 25th to help with classroom visits to the book fair. Teachers will sign up for class times. The younger classes especially need help. Volunteer sign up

through SignUp Genius coming out soon. See the facebook page.

www.facebook.com/groups/hillrobertspto

- iv. Lots of scholastic dollars available. Suggestions for using scholastic dollars: give some funds to new teachers to build their libraries, funds for Mrs. Cotsalas to build up her supply of books to give out for CREST awards, buy books to give out to needy families in December along with the Giving Tree requested items.
- v. Sadly last year was the last time we could pay for Scholastic News flyers with Scholastic Dollars. So many teachers find the Scholastic News a helpful teaching tool. Find out if the cost of a digital version vs. hard copies, for teachers to use in the classroom.
- c. **Skate Nights/Other “Fun” Night Coordinators** (Bowling, Sky Zone, Chuck E Cheese, Dave N Busters, etc.)
 - i. Looking for volunteers to (1) contact a place (see list above or choose something new) to see if they’re willing to give a percentage of sales for a certain time-frame to the PTO (2) select and book a date (3) create a flyer to send home.
 - ii. It was noted that Chuck E Cheese was a very successful event last year. Lynn DellaGrotta volunteered to look into this.
- d. **Restaurant Fundraiser Nights** – Uno’s / New Restaurants
 - i. Looking for volunteers to coordinate events for Dec/Jan/Feb/March. (1) Contact a place(s) to see if they’re willing to give a percentage of sales for a certain time-frame to the PTO (2) select and book a date (3) create a flyer to send home.
- e. **Yearbook**
 - i. Volunteers needed.
 - ii. Liz Chisolm offered to design again.
 - iii. Please consider sharing your photos of any school events for the yearbook.
 - iv. First day of school photos welcome. Email address to send pictures coming soon.

7. New Business

a. Enrichment Requests & Field Trips

- i. Field trips
 - 1. PTO covers \$12 per student which includes the cost of the bus and the entrance fee. Any additional cost over \$12 per student is requested from the parents. (this rarely happens)
 - 2. Kindergarten fieldtrips in October.
 - 3. 4th Grade fieldtrip to Gillette in October.
 - 4. 4th grade to experience traveling Vietnam wall in late September.

b. Outdoor Classroom Continues

- i. PTO received a \$5,000 grant from Loews Toolbox for Education to have an outdoor learning space.
- ii. Contact third grade teacher Mrs. Katie Scott if you’re interested in joining the planning team.

8. Announcements

- a. Curriculum Night – 9/20/18. (see item 5-c above)
- b. Next PTO Meeting Date: October 8th at 6:30pm.
- c. Support our school while doing your regular shopping.
 - i. Amazon - at <https://smile.amazon.com/> and select Hill-Roberts Elementary School PTO as your charity of choice. Make sure to shop from <https://smile.amazon.com/> every time in order for the school to earn.
 - ii. Stop & Shop – select Rewards and Programs on your online account and sign up for A+ Give Back to Schools (must be selected every year for it to count).

9. Motion to adjourn at 8:05pm.

Helpful links

Website: www.hillroberspto.com

Facebook: www.facebook.com/groups/hillrobertspto

REMIND Download the app to your phone, or text @hrepto1718 to #81010 for updates and reminders for spirit days, reading minutes, events, etc

Support our school at <https://smile.amazon.com/> and select Hill-Roberts Elementary School PTO as your charity of choice. Make sure to shop from <https://smile.amazon.com/> every time in order for the school to earn.