

PTO Meeting Minutes

October 12, 2018

In Attendance:

Pauline
Leticia
Hannah
Katie
Diane
Lorissa
Marisa

Meeting Began at 9:00 a.m.

PPC Update:

- Regarding the directory data, Hannah will get in touch with Summer for consulting on what can be used to streamline processing. In the past, the PTO has funded the use of “In Design”, and we will look into possibly implementing it again.
- The Community Coalition has asked that anyone who is able please attend their events, whenever possible, as a way of showing support.

Movie Licensing:

- Estabrook, along with other district schools, has reached the end of its licensure date to show movies on school grounds. Previously, the Extended Day Program had purchased the license, which allowed the movies to be shown for events such as Movie Night, and for teachers to occasionally use in the classroom. The Lextended Day Program will not be covering the cost any longer, and it was suggested that PTO could pick up the cost of approximately \$400. Until a decision is reached, we will look into the cost of one-time licenses on an as-needed basis.

Care of Frogs:

- The question regarding the care of the frogs will be tabled for the near future, as we received a generous donation from the Sheikh family, allowing the purchase of the necessary vitamins.
- A laminated fact sheet will be prepared and left by the frog tank for interested students.

Membership:

- With 263 families currently holding membership, we are down from previous years and looking for a way to increase interest. Additionally, there are still about 100 missing names from MSA. It was suggested that creating a Newcomer Board position might help with increasing membership among families new to Estabrook. It will also allow us to check in regularly with the front desk so we would be able to reach out to students who may arrive mid-year, as well. It was also suggested that we could create a station for membership sign-ups at next year’s BTSN.

Community Service:

- Various ideas were presented as opportunities for students to get involved in community service. Among the ideas were options that would allow for monetary fundraising, donation of goods and action-based events such as local clean-ups, etc.
- The next Jam the Van event will benefit Cradles to Crayons.
- November 15 is America Recycles Day, and Estabrook will get involved by having Green Team volunteers present at drop-off to collect markers, textiles and ink cartridges for recycling. A flyer will be sent out with details next week.

Website Update:

- The PTO website is in need of revision and we are looking for volunteers with experience in web design who may be able to help.

Vote on Bylaws Language:

- *The majority made a unanimous vote to pass the revisions to the language regarding the donations of goods in the bylaws.*

Evening Meeting:

- The date for the first evening board meeting and Principal's coffee is still TBA, but the aim is to increase attendance at both by providing a (possibly) more convenient time option.

Curriculum Enrichment:

- Preparations for the Geography Bee are getting underway, as the event will be held in January.

Fundraising:

- Leticia presented some leads for fundraising options that will be explored, including the Frozen Yogurt shop, a salon event and Wilson Farm.
- On November 1, The Local restaurant in Woburn will donate a portion of the evening's proceeds.

Family Friends:

- There is still a need for one Kindergarten Family and one 5th Grade family to host playdates.

The Meeting Closed at 10:15 a.m.