

HAPPY HOLLOW SCHOOL PTO 2014-2015 ANNUAL REPORT



Table of Contents

1 Letter from the President

2 About the Happy Hollow School PTO

3-4 Highlights from 2014-2015

5 Plans for 2015-2016

6 Proposed Slates of Officers for 2015-2016

7 Estimated 2015-2016 Revenue and Expense Budget for Happy Hollow

8 Combined Elementary Fundraising Goals for 2015-2016

Letter from the President

May 20, 2015

Dear Members of the Happy Hollow School Parent Teacher Organization (PTO),

I have thoroughly enjoyed my first year as PTO president and, as a mother of a kindergartener, our first year as part of the Happy Hollow community. As we wrap up another successful school year, I would like to thank all of you for your involvement throughout the school year, and for your support of the PTO and all of our programs. The PTO continues to provide enrichment events, teacher supplies, student activities and community building events because of your generosity and time commitment.

The 2014-2015 school year is quickly coming to a close, and it is time for the Happy Hollow PTO Board to plan for next year. As part of this process, you are invited to attend the **PTO's Annual Meeting on Wednesday, June 3, 2015 at 9:00 AM in the Happy Hollow cafeteria to vote on:**

- Next year's slate of officers
- The estimated revenue and expense budgets
- The combined elementary fundraising goals for next year

This Annual Report provides information about the PTO, a review of the current year, and the information that you will be asked to vote on at the Annual Meeting. Please review it and join us on June 3rd!

In case you need a little extra incentive to come and vote on the 3rd, at the same time your PTO will also be holding its annual *Volunteer Thank You Breakfast*, to celebrate our dedicated volunteers. Please stop by and join us for some coffee and refreshments, and remember little ones in tow are always welcome!

Feel free to contact me with any questions at happyhollowpto@gmail.com.

Many thanks and best regards,

Jennifer Pearlman
Happy Hollow PTO President

About the Happy Hollow PTO

What We Do

The Happy Hollow Parent Teacher Organization (PTO) is made up of all parents/guardians and teachers of Happy Hollow students. Together, our stated goals are to (1) promote communication among the school community, and (2) through fundraising and volunteering, provide support for activities and/or materials that directly contribute to the quality of education at the Happy Hollow School.

As an organization the PTO provides:

- 1) **Financial and volunteer support of our teachers and specialists:** Reimbursements for educational enhancement and classroom materials are given annually, in addition to available wish list funding. The PTO coordinates Room Parents, Library volunteers, and many other volunteers on an as-needed basis throughout the school.
- 2) **Enrichment Events, Activities, & Scholarships:** Authors, musicians, dancers and artists are brought in on an ongoing basis to provide cultural enrichment for our students. The Just Like Me program at Happy Hollow teaches awareness and acceptance of others. The costs of grade-level field trips and activities are regularly offset by PTO funds, and financial assistance is provided for Principals to distribute to students as needed.
- 3) **Student activities:** The PTO runs many of our community's favorite annual events, including Halloween Movie Night & the Talent Olympics at Happy Hollow, Bingo Night, the World's Fair, school pictures, and book fairs.
- 4) **Informational and Community Building Events:** Coffees and informational meetings with Principal Lee, Curriculum Nights, kindergarten and new student scavenger hunt in August, and school picnics are all supported by the PTO.

To support these many endeavors the **PTO raises funds with a two-part program called *Gift Your Child***. In the fall, part 1 of Gift Your Child is a direct donation campaign, which saves everyone time and maximizes financial benefit for your PTO. In place of dues and the traditional sales-based fundraisers, members are asked to donate \$100 per elementary-aged child, which approximates the amount that the PTO spends annually per child. In the spring our teachers, staff, and community participate in part 2 of Gift Your Child by offering fun and meaningful items up for auction to the elementary school community - an annual favorite called The Backpack Auction.

Highlights from 2014-2015

This year was special because Happy Hollow welcomed kindergarteners back to our school and the first graders came over from Loker. In August, the PTO held a scavenger hunt for these grades and any students and families that were new to the school. The scavenger hunt sent the children on an adventure around the school to help them get familiar with their new surroundings. The event ended with popsicles and free time on the playground.

Thanks to your generosity and the hard work of our Ways & Means Chairs, Andrea O'Brien and Cathy Davies, we met our fundraising goal for this year, allowing us to continue supporting our programs and events for 2015-2016.

Here are a few additional highlights from this year:

- On the second day back to school, which was the first day for kindergarteners, the PTO set up coffee and doughnuts outside in the beautiful sunshine to welcome back all families.
- In September, we also provided coffee and desserts at both Happy Hollow curriculum nights and organized an all-elementary school parent gathering at The Local afterwards.
- The librarian invited "authorator" David Biedrzycki to speak to all grades. Students learned how Mr Biedrzycki writes and illustrates his books and how he uses the computer programs Sumo Paint and Photoshop along with a Wacom Tablet for his work.
- The librarian also arranged a visit from storyteller, Big Joe.
- Principal Lee spent some of his principal discretionary funds for an assembly called the Power of One™ – A "bully-proofing" performance designed for elementary aged children.
- Our cultural enrichment team arranged exciting performances by:
 - Illystyle and Peace, a hip-hop dance group that traces dance styles from the late 70's through today.
 - Jazz musicians, *Made in the Shade*, welcomed the children back after the winter break. This acoustic group entertains audiences worldwide with the exuberant spirit of New Orleans street music.

Cont...

- The PTO purchased:
 - Leveled Literacy Intervention (LLI) Orange System and Booster Pack for all three kindergarten classrooms.
 - Soccer goals for the field behind the school.
 - A colorful rug for the technology lab to help students keep their spacing
 - White noise machines for the guidance department to protect the privacy of the students and improve the testing environment.
- The teachers used grade level enrichment funds for a visit from The Discovery Museum, trips to the New England Aquarium, Plimouth Plantation and The State House and even for an actress to come to school for a “Meet Eleanor Roosevelt” presentation!
- The Just Like Me program for 4th and 5th graders continues to foster compassion and understanding through interactive and hands on learning.
- Held at the Loker school, we welcomed the return of the Wayland Elementary Schools’ World’s Fair (and more importantly, the food)!
- Our Holiday Toy Drive for children in foster care had an outstanding response with 80 families generously participating.
- The PTO provided funds to help The Garden Team rebuild the Happy Hollow garden in a better location, away from the wetlands and the parking lot. The PTO also organized parent volunteers to build new garden beds and remove the old ones.
- For parents, we organized an informational presentation and pizza dinner with Principal Lee and Youth Officer Shane Bowls regarding the national safety program ALICE and how it is being implemented in Wayland schools.
- The Staff Appreciation volunteers organized staff lunches with lots of help and support from the parents.
- The community enjoyed elementary-wide Bingo Night, the Talent Olympics, Movie Night and lots of 5th grade activities.

Plans for 2015-2016

The Happy Hollow PTO board will work in conjunction with the Loker School and Claypit boards to ensure, to the extent possible, that both the funding provided by the organization, as well as the highly enjoyed events the PTO hosts, continue in Wayland's elementary schools throughout 2015-2016. The PTO will continue to ensure that the funding provided by our organization is meaningful and effectively allocated, working closely with our teaching staff, the PTO Teacher Representative, our Happy Hollow PTO board, and Mr. Lee to do so.

We plan to add funding for the Happy Hollow Garden Team so our children can learn from the earth and, in the age of technology, still get their hands dirty!

We are adding additional funds to the grade level enrichment so teachers have flexibility and additional options for planning their trips and events.

We have moved some things around in the budget to make things clearer for future PTO leaders.

Proposed Slate of Officers for 2015-2016

President*	Jennifer Pearlman	jenniferorzo@yahoo.com
Vice President	Meg Flatley	megflatley@gmail.com
Ways & Means	Cathy Davies Andrea O'Brien	cdavies@rtegroup.com aobrien68@gmail.com
Treasurer	Samantha Richter	Samantha.d.richter@gmail.com
Secretary	Julie Suratt	juliesuratt@gmail.com
Social*	Cathy Caulfield	ccaufield16@gmail.com
Past President	Stephanie Leong	Stephanie_leong@alum.wellesley.edu

* Indicates Town-wide PTO Board Representative.

Estimated 2015-2016 Revenue and Expense Budget for Happy Hollow Elementary School

	2013-2014 Budget	2014-2015 Budget	2015-2016 Proposed Budget
<i>Income</i>			
4910 Prior Year Income	\$39,509	\$33,081	\$30,747
<i>Expense</i>			
6100 Educational Programs			
6112 Building & Grounds (*1)	\$400	\$400	\$900
6114 Cultural Enrichment	\$4,100	\$4,100	\$4,100
6116 Grade Level Activities (*2)	\$875	\$875	\$1,550
6118 Grade Level Enrichment (6 Grades x \$1500)	\$4,000	\$4,800	\$9,000
6132 Residency (for Librarian)	\$2,000	\$2,000	\$2,000
6190 Curriculum Materials (18 classes x \$150)	\$3,000	\$2,850	\$2,700
TOTAL 6100 Educational Programs	\$14,375	\$15,025	\$20,250
6200 Staff Support Programs			
6210 Teacher's Supplies	\$10,000	\$10,000	\$10,000
6240 Staff Appreciation (*3)	\$750	\$750	\$1,400
6244 Team Building (*4)	\$1,000	\$1,000	\$1,000
6280 Principal's Discretionary Fund(*5)	\$3,150	\$3,150	\$1,000
TOTAL 6200 Staff Support Programs	\$14,900	\$14,900	\$13,400
6400 Community Programs			
6420 METCO Program(*6)	\$1,200	\$1,200	\$1,200
6468 Family Events(*7)	\$0	\$0	\$900
TOTAL 6400 Community Programs	\$1,200	\$1,200	\$2,100
6500 Operating Expenses			
4130 Directory	\$1,200	\$1,000	\$0
6508 Hospitality(*8)	\$1,100	\$1,800	\$1,220
6580 Operating Expenses	\$500	\$300	\$300
TOTAL 6500 Operating Expenses	\$2,800	\$3,100	\$1,520
6800 Wish List/Capital Items	\$8,000	\$8,000	\$6,000
Total Expense	\$41,275	\$42,225	\$43,270

NOTES:

- *1 Includes \$500 for The Garden Team
- *2 Includes 5th grade play and 3rd grade recorder concert.
- *3 Includes \$400 for Poland Spring Water
- *4 For Jim Lee's staff lunch before the start of school
- *5 Include \$850 for Power of One in 2016-2017 budget (assembly held every other year)
- *6 Includes \$200 for Metco brunch/dinner tickets - remainder for late bus
- *7 Scavenger hunt, ladies night, end of year picnic, other
- *8 Parent coffees, evening meeting pizza and babysitting, volunteer thank you breakfast

-\$1,766

-\$9,144

-\$12,523

Combined Elementary Fundraising Goal for 2015-2016

		Proposed	
		<u>2015-2016</u>	
4110	Apparel	\$	0
4120	Book Fair	\$	12,000
4130	Directories	\$	0
4160	School Pictures	\$	8,000
4182	Spring Choice*	\$	0
4220	Gift Your Child	\$	42,000
4240	Donations**	\$	1,000
4400	Auction	\$	25,000
4600	Joint Elementary Social Events***	\$	1,500
TOTAL FUNDRAISING GOAL:		\$	89,500

Notes:

*Spring Choice is open to Ways & Means Committee's discretion.

** "Donations" includes monies given OTHER than the fall GYC fundraising drive, including straight donations from the Backpack Auction.

*** Includes Bingo Night, Ice Cream Social, Talent Show, Movie Nights, Pizza Magic, and Green Team.

<u>Historical Data</u>		Budgeted	Budgeted	Budgeted
		<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
4120	Book Fair	\$9,000	\$9,000	\$10,000
4160	School Pictures	\$6,000	\$6,000	\$7,500
4220	Gift Your Child*	\$70,000	\$76,500	\$71,000
6468	Joint Elementary Family Events**	<u>\$1,500</u>	<u>\$1,500</u>	<u>\$1,500</u>
		\$86,500	\$93,000	\$90,000

Notes:

* Includes Gift Your Child Part 1 (Fall fundraiser), Gift Your Child Part 2 (Backpack Auction), Directories, and Apparel (starting in 2013-2014).

** Includes Bingo Night, Ice Cream Social, Farmer's Market, Talent Show, Movie Nights, Pizza Magic, and Green Team.