Claypit Hill PTO Board Meeting

September 9, 2014

* PTO Board meeting was called to order by President Lauren Reynolds at 1:05pm at Claypit Hill School.
* Members in attendance: Lauren Reynelds- President, Jean Prince-Vice President, Eli Shine- Treasurer, Elisa Scola- Secretary, Meredith Tobe – Library Volunteer Coordinator, Niki Duffy and Melissa Bell. A quorum was reached.
* Also invited to attend : Debbie Bearse and Aidan McCann

Committee Reports

* Gift Your Child – Jean Prince reported that Maureen White, GYC chair, has sent out fundraising letters and will be at curriculum night. Four other volunteers are also planning on attending. There will be a table selling directories and collecting donations.
* Popsicle Playground Playdate for K-1 and New Families – The picnic for new students was a success. It was well attended and well organized with colored stickers for each class so that classmates could recognize each other.
* Book Fair - Niki Duffy Co-Chair reported that the book fair committee is committed to the endeavor and looking for ways to include more volunteers.
* Library Volunteers – Meredith Tobe reported that many people have volunteered but there is still a need for more volunteers. Ideally there would be two volunteers for each slot.

PTO Board Reports

* President’s Report – Curriculum nights are coming up – grades 3 -5 on Thursday, September 11 and grades K-2 on Thursday, September18. There was discussion about the congestion at the door and confusion on the part of new parents. Debbie Bearse, Principal suggested that parents who arrive early could wait in designated areas: 3rd grade parents could wait in the gym, 4th grade parents in the cafeteria and 5th grade parents in the library.
	+ Community Coffee – PTO Committee Heads will be invited to speak a little about their positions. The room parent portion of the meeting will be at the end of the meeting so that those who are not room parents can leave if they want.
	+ Picture Day – About 4 or 5 volunteers are needed to help with the children. The pictures are a fundraiser for the PTO raising $1,000 – 1,500. The photographer will provide the school with four books for the front office, which contain head shots of the children so that Debbie Bearse can have a list of students with their pictures. There will also be head shots of the teachers which Elisa and Melissa will put up at the school.
	+ K and 1 Movie Night- A movie night will be planned for November for the Kindergarden and first grade classes. Other suggestions for giving children and parents a chance to get to know each other better are regular playground playdates after school.
	+ Principal’s Coffee – Ideas for topics for the principal’s coffee were discussed. It was suggested that since many Kindergarden parents attend the first coffee, some of their concerns might be addressed.
	+ Committee Head Job Descriptions – There are committee head job descriptions in the PTO President’s binder.
	+ Spirit Wear – The students shared a lot of great words for the t-shirt. There was discussion concerning the color of the shirt with the final decision being an orange shirt with long sleeves and Claypit written on the arm and a white shirt option.
* Treasurer’s Report – There was discussion concerning the process for distributing teacher grants and wish list items. The President signs the letters informing teachers of their grants. The dollar amounts goes through a formula that takes into account new teachers and positions that are split between teachers or schools. Wish list requests are reviewed by the president, the principal and the board.
* Principal’s Report - Debbie Bearse discussed the fun and the importance of the Boston Family Community Picnic and would like to see more Wayland families attend the event. There was a suggestion that the event should be titled the Wayland Elementary Schools Community Picnic hosted by Boston Families.

Upcoming Events

* Thursday, September 11 – 3-5 Grade Curriculum Night
* Thursday, September 18, K-2 Curriculum Night
* Monday, September 22 – Picture Day
* Tuesday, September 23 - Community Coffee
* Sunday, September 28 – Wayland Elementary Schools Community Picnic

Meeting adjourned by Lauren Reynolds at 2:30pm.

Respectfully Submitted by:

Elisa Scola

PTO Secretary

Claypit Hill School