

PTO General Meeting - Meeting Minutes



MEETING DETAILS

September 17, 2013, 7:00pm -8:45pm
Hosmer Library

MINUTES

Recorded by: Regina Raz, PTO Co-Secretary

IN ATTENDANCE

- 30 parents and event leaders
- 10 PTO Board members (Judy Beecher, Sasha Kiani, Jill Baker, Gina Brennan, Ellen Cross, Kristen Fitzpatrick, Martina Hughes, Jai Puthenveetil, Regina Raz, Nancy Ringwood)
- Outgoing PTO Board President (Jen Fandetti)
- Hosmer Principal (R. LaRoche) and Assistant Principal (M. Kate Fitzpatrick)
- 1 Teacher (Ms. Pearse)

ACTION ITEMS

Unless otherwise indicated, the due date is the following General Meeting

DATE	ITEM	OWNER	DUE DATE	STATUS
9/17/13	Research on how to bring a math Challenge Program to Hosmer	Claude Zouein with PTO		
9/17/13	The school to present an outline of how the teachers are planning to use the iPads in the Classrooms	School Rep.		

DECISIONS

The proposed budget for 2013-14 (see handout) is approved
Meadowfarms fundraiser to start in the first week of October
The School to distribute to the teachers the new iPads -without further wait for the keyboard cases ordered by the District

SUGGESTIONS

Have a Round Table during the Open House to discuss communication (school-parents-PTO)
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ISSUE LOG

1. Communications (school-parents-PTO)
2. Challenge Programs at Hosmer
3. Categories of Teachers receiving reimbursements from the PTO

MINUTES

<p>1. Welcome from PTO and Principal – S. Kiani & R. LaRoche</p> <ul style="list-style-type: none">• PTO board officers - introductions• LaRoche speaking:<ul style="list-style-type: none">○ Overview on “No Child Left Behind” – and subsequent implementations. Currently the State is assessing progress by testing teachers under DSAE – evaluating them on a 2-year cycle, with requirement to meet certain benchmarks.○ The Curriculum Director is tasked with aligning Watertown curriculum with benchmarks – Math curriculum is currently not aligned, and being restructured (so that the topics covered during the year match the timing of the testing for those topics)○ The District has identified mistakes from past and is in the process of addressing them.○ The School is considering the issue of overcrowding → will apply for funds for additional school, or additional resources. Statement of interest expected within a few days, with proposal.
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- Facilities and relationships with PTO are going smoothly
- Parent asks if Hosmer will offer a “Math League” type of Program for advanced students. Mr. LaRoche informs that Watertown does not have a challenge program and there are no plans for such at the time. Needs to be a District decision, rather than a School decision.
 - ➔ ACTION ITEM: Claude Zouein and PTO to research how to bring a math Challenge Program to Hosmer.

2. Proposed Calendar of Events, Presented – S. Kiani, see handout

Time for Questions from attendees, and for descriptions of Events

- Kid’s Café: will aim to organize 3 events this year, in Nov, Jan and Mar
- MCAS runs twice a year for about 1 week, all kids are offered snacks in the morning of testing
- End of Year Event: main social/fundraising event; volunteers are needed to make it a success
- TopBox program: goal for the year is to collect 5,000 coupons (\$500)

3. Volunteers needed – S. Kiani

- a) Missing Parent Representatives for the following classes:
K-Beaty, K-Blackwood, 1-Mclsaac, 1-Stanford, 2-Dubuque, 2-McCarthy, 3-Cole, 3-Kennedy, 4-Doherty, 4-Stone, 5-Bellis

and missing Representatives for grades: K, 2nd, 3rd, 4th

- b) Overview of Classroom and Grade Representative roles and functions presented. If parents want to bring an enrichment program for their Grade:
- Talk with the Teachers about possible activities related to the Curriculum – feel free to support the suggestions of the teacher or to propose new ideas.
 - Do research to find possible resources, or approach the PTO grant writer

- c) Activity leaders needed:
- Read-A-Thon activities and Book Fair
 - Visiting Poet
 - Art Teacher Support: 2 hours to help display students work, and, in addition, prep for regular classes
 - Math Night
 - 5 Grade Activities
 - End of Year Picnic

- d) Special-skill volunteers needed for a Project to transfer books on tape to digital media (30-100 books), for K to 2nd Grades.

The following parents volunteer:

- Rina Baskin – 4th grade Classroom Representative
- Tina Skarlatidis – 1-Mclsaac –and K-Segreve Classroom Representative, Husky Gear, and Book Fair
- Daniela Barresi: Art Teacher support
- Dianna Finn: MCAS Snacks: Bake Sale Contact/Bake Sales, Book sale, Picnics
- Amy Panza and Mrs. Pierce: Math Night
- Chris Higgins, Jason Dunklee and Dmitry Lev: tape-conversion project

4. Treasurer’s Report – K. Fitzpatrick and G. Brennan

- a) Finalize and Vote on Budget
- The Treasurer presents the proposed Budget (see handout), which is approved

- b) Fund Raising Update
 - Dues Letter feedback – E. Cross, G. Brennan, K. Fitzpatrick
 - Date to start Meadowfarms fundraising decided: first week of October – J. Puthenveetil

5. Communications – J. Beecher

- a) Discussion on how communication happens to and from parents:
 - Hosmer School and the Hosmer PTO are separate entities (Hosmer is a Public School, whereas the PTO is a nonprofit, volunteer organization of parents and teachers of Hosmer to enhance the educational experience of children)
 - The School can't send messages on behalf of the PTO, nor provide the PTO with contact information of parents
 - If parents would like to be informed of PTO activities, they need to provide email
 - Communication by paper is very resource-consuming (would require a lot of volunteerism)
 - Hosmer has a new communications system that can't broadcast yet notices by emails.
 - Discussion about communications between the school, parents and the PTO needing improvement.
 - Suggestion: Have a Round Table during the Open House to discuss communication (school-parents-PTO)
- b) Discussion and updates on arrival of new iPads financed by the PTO:
 - Toni Carson, Coordination of Technology, has received the iPads and technology accessories, to supply the classrooms. They are in the Technology room, waiting for keyboard-cases ordered by the District that have been delayed.
 - DECISION: distribute the iPads without waiting for the cases.
 - Training: teachers can take an online training program that has been created
 - ACTION ITEM: the PTO asks to hear how the iPads are used in the classroom at next month's General Meeting

6. Enrichment Activity Proposals – J. Beecher and M. Hughes

- a) 2013-14 Book Club
 - Current proposal to the PTO to buy the books and provide stipend to teachers (budget \$715)
 - The PTO Board position does not favor continued funding for this Program:
 - o Other specialty teachers volunteer their time to other Programs
 - o DI teachers are not compensated
 - o Seed funds have been provided for this Program during 2012-13
 - Some suggestions for self-sufficiency are proposed:
 - o Parents to contribute some fee
 - o Ask the Public Library to provide the books
 - o Contact the Publisher for a donation of books
 - o Ask for a fee, but offer scholarships for parents in need
 - o Parents interested can fundraise – the PTO would support.
 - Concern is expressed that if PTO declines, it may be interpreted as PTO not able/willing to support new ideas
 - o The PTO has supported new ideas through seed funds in the first year
 - Why some teachers get reimbursement and others not is a larger issue to resolve
 - o The issue is tabled, and research is needed. Parents interested in this topic asked to champion the work.
- b) 3rd Grade Teacher Ms. Cole has requested \$150 towards materials for activities to *enhance* the Common Core Curriculum. A clarification is made that the materials needed for the Core Curriculum itself are provided by the school.
- c) No other proposals made at this point.

7. Questions & Answers period offered.

8. Meeting Candidates for the Town School Committee, and Town Council

a) School committee (3 openings in the Community, election on Nov 5th ; turnout typically below 10%)

Candidates Liz Yusem and Dmitry Lev introduce themselves

b) Town Council (8 candidates for 3 openings)

Michael Datolli introduces himself

The Meeting is adjourned at 8:45pm

October PTO Board Meeting - Minutes



MEETING DETAILS

October 18, 2013, 8:30am-10:15am
Hosmer Cafeteria

MINUTES

Recorded by: Regina Raz, PTO Recording Co-Secretary

IN ATTENDANCE

PTO Board	Officers	Judy Beecher, Sasha Kiani, Gina Brennan, Ellen Cross, Jai Puthenveetil, Regina Raz
	Grade Level Reps	Nia Nascimento
	Reps to Sch Com. & PTU Com	(Not designated)
	Teacher Rep	(Not designated)
Principal & Assistant Principal	R. LaRoche and M.K. Fitzpatrick	
Parents	26 parents	
Teachers	Amy Drago (Art), Sara Patashnick (Music)	
School Committee representatives	John Portz (Hosmer parent, School Committee incumbent) Guido Guidotti (Lowell parent, School Committee candidate)	

ACTION ITEMS

Unless otherwise indicated, the due date is the following General Meeting

DATE	ITEM	OWNER	DUE DATE	STATUS
10/18/13	Recruit parent volunteers for the "Book-on-Tape Conversion" project	PTO Officers		
10/18/13	Publicize/disseminate that all contributions to the PTO are tax-deductible	PTO officers / Fundraising		
10/18/13	Publicize no-cost programs to generate funds for the PTO that are in place	PTO officers / Fundraising		
10/18/13	Review "Reading Promise" enrichment proposal	PTO Board		
10/18/13	Research Tupperware Program	Nia Nascimento		
9/17/13	Research on how to bring a math Challenge Program to Hosmer	Claude Zouein with PTO	11/12/13	In process
9/17/13	The school to present an outline of how the teachers are planning to use the iPads in the Classrooms	School Rep.	11/12/13	In process

ISSUE LOG

Consider changing the term "Dues" – Oct 2013
Despite that all communications from the PTO (coordinated e-mail, paper, website/Facebook postings during 2013) reach the audience, the message is not heard – Oct 2013
Communications (school-parents-PTO) – Sep 2013
Challenge Programs at Hosmer – Sep 2013
Categories of Teachers receiving reimbursements from the PTO – Sep 2013

MINUTES

<p>1. Official Welcome</p>
<p>2. Art and Music Report – Sara Patashnick (Music Teacher)/Amy Drago (Art Teacher)</p> <ul style="list-style-type: none">• Art Room volunteers needed<ul style="list-style-type: none">○ Ideally for 1 hour: 10 min set up, assistance during the class, clean up○ an online calendar system will be set up to facilitate coordination• Art and Music Extravaganza – report given
<p>3. Book on Tape Conversion report – Jason Dunklee (Parent Volunteer Chair)</p> <ul style="list-style-type: none">• Excellent progress collaborating with Ms. Mattson, but more parent volunteers needed as the other two who volunteered in September have not been able to contribute.• Report read: <div data-bbox="300 709 1510 1627" style="border: 1px solid black; padding: 10px;"><p>Accomplishments</p><ul style="list-style-type: none">• Set up excellent collaboration with Ms Mattson - she is very passionate about this and has been tremendous to work with• Have strong collaboration with Toni Carlson, the IT person• Have established <i>technical requirements and teacher requirements for this work</i>• Have received tape collections from 5 of the 12 teachers• Captured all 339 titles received to-date into a Master Tracking List - some of these were covered by Ms Mattson, others are duplicate titles. Of these, 126 are tapes to be converted• Set up a Google Drive file-sharing site to easily transfer the files from our team to the school and to share the files between the teachers• Have started converting tapes and transferring the files to the school<p>Key Findings</p><ul style="list-style-type: none">• At least one teacher has no usable audio books in the classroom - all are in tape format, which she cannot use. We are prioritizing her books for conversion.• Ms Mattson is the lead teacher in this area. She had already converted all of her tapes and CDs into iTunes playlists which she plays on the new Listening Center with her iPod• Some teachers prefer having their books on CD and we may request funding from the PTO to purchase blank CDs. Quantity not known yet, but could be a couple hundred dollars.• A follow-on implication of this project is that teachers will get access to audio books from other teachers, for which they do not yet have the physical, paper book. A future PTO initiative could be to acquire physical books for each classroom to make up the difference.<p>Next Steps</p><ul style="list-style-type: none">• Continue tape conversion process• Collect remaining tapes from teachers• Recruit more help</div> <p style="text-align: center;">➔ ACTION ITEM: call for parent volunteers</p>
<p>4. Presentation of NEW Enrichment Proposals</p> <ul style="list-style-type: none">• “Reading Promise” proposal – Jennifer Quinlan<ul style="list-style-type: none">○ Program around the book “Reading Promise”, possibly bringing the author○ Funds may be needed○ March to be a Literacy month and might be appropriate timing

5. Fundraising Report – Jai Puthenveetil (PTO VP of Fundraising)

- Meadow Farms report
 - This is the major fundraising sales activity, yet sales are \$2,900 on the last day of the sale, about half than last year at the same time
 - By show of hands: most attendees have received the ordering package
 - Meadow Farms has agreed to **extend the sale for 1 more week online**
 - 40% of the sales will be donated to the PTO.
 - Some parents provide feedback that they find the merchandise outdated. The PTO officers note that the goal of purchasing this merchandise is to support the PTO, so if the merchandise is not needed/liked, please consider making a donation to the PTO directly
 - Dues report
 - \$7,588 revenue received so far.
 - Report on response to the email message (with information on the PTO and request for dues): only 34% recipients opened the email, and only 7 people clicked on the embedded link to the PTO Fundraising Webpage.
 - Brief discussion on these open questions: What do parents think? Do they know about the PTO? Do they support its mission? How to find out?
 - Discussion about how to increase the level of parent engagement in the PTO. Challenge in this community is that there is a weak culture of contributing and/participating to the PTO, yet socio-economic diversity needs to be respected.
 - Brainstorming on reach-out approaches:
 - Tiered system to solicit higher level of donation
 - Matching programs
 - Avoid the term “dues”. In the past, there were conversations with Mrs. Hardiman to call it “membership”
 - Repetition of message.
 - Concepts the parents present seem not have received and that the PTO needs to publicize:
 - contribution is tax deductible
 - there are ways of generating funds for the PTO at no cost to the participant
 - New proposal of Fundraising activities by 5th Parent Nia Nascimento
 - Tupperware Program, with 40% return to the school
- ➔ ACTION ITEM: consider change the name Dues – for next meeting
- ➔ ACTION ITEM: evaluate the Tupperware program --Nia Nascimento

6. Treasurer’s Report – Gina Brennan/Kristen Fitzpatrick (PTO Treasurers)

- Copies of the report distributed

Hosmer School PTO
2013-2014 School Year
DRAFT Budget

10/16/2013 26,609

Revenues	2013-2014	
	Budget	Actual
PTO dues	16,470	6,194
Grants	4,000	1,500
Target Red & Stop and Shop Card	1,000	
Meadow Farms	4,000	
Fundraiser 2	TBD	
Fundraiser 3	TBD	
Husky Gear	400	-106
End of Year Celebration	1,000	
Box Tops	1,000	
Bake sales	500	
TOTAL	28,370	7,588

Expenses

Teacher Reimbursement (all teachers)	10,000	1,008
Academic Enrichment @ 10 per child	6,220	
Kindergarten		
1st grade		756
2nd grade		
3rd grade		
4th grade		
5th grade		
Teacher Appreciation Week	1,000	
Cultural Enrichment	3,500	
Destination Imagination	0	
Fifth Grade Activities	0	
Math & Science night	1,000	
Poetry Event	1,200	
Kids' Café/Arts & Music Extravaganza	1,500	
MCAS snacks	1,000	
Clubs (Grounds Crew/Green Team/Book Club)	500	
Field Trip Scholarships	500	
PTO Meetings/Supplies/Back taxes filing	800	
Hospitality/Condolences	400	
Read-a-thon	750	
Net Income (Expense)	28,370	1,764

7. Announcements – Gina Brennan (PTO Treasurers)

- Reminder about Movie Night tonight, with many fun activities that will also help bring funds to the PTO.

8. Principal/Assistant Principal Report – Robert Laroche (Principal)/MaryKate Fitzpatrick (Assistant Principal)

- Report after the first 90 days:
 - Facilities - outdoors
 - Fencing: request placed in the spring
 - Asphalt fragments removed from the playground by the Principal himself
 - Evaluation of some of the playground equipment that may be hazardous (due to design or disrepairs). DPW receptive to update.
 - Dumpsters
 - Programs requiring high teacher-student ratio
- Principal's suggestion on fundraising, based on what he has seen success with in other communities: requests for donations or to use online links are not too useful for people who may not easily get this type of communications. Parents are happy, however, to pay a fee for fun activities for the children.
- Q/A session
 - 1) **Q: Does Kindergarten have 1 or 2 recess times?**
 - K has 2 break times, called Choice and Recess. However, depending on the season and weather, the breaks may take the form of both Recess or both Choice. Overall, K has the same time of breaks.
 - Teachers are allowed to take Recess whenever they choose.
 - Best learning time is between 8:30 and 11:30am, but Hosmer has to work around resources. Hosmer has 3.5 PLL instead of the required 5.
 - School is tweaking the schedule constantly to succeed at providing all services, basic and specialized, that are mandated.
 - 2) **Q: Protocol in case of injuries, and at what point are parents called?**
 - Varies depending on the injury. Head incidents are always referred to the Nurse
 - First responder is the Nurse, and she is responsible for implementing the medical response protocols.
 - 3) **Q: Drop off procedure, and has it changed?**
 - No. There's some confusion, perhaps because of people's differing perceptions of what is a drop off.
 - Discussion about drop off ensues – the consensus is that having a drop off system is a benefit not available at all centers, especially for a school located in a spot not designed for it.
 - School has requested from the Town a more permanent street sign system
 - 4) **Q: about an incident of automated message (system from Town, not school) of not-arrival going out accidentally at 10am, which was not followed up with second message rectifying.**
 - School has no visibility on who are called by the system.
 - School does not get physical count of attendance until 10am, and can't see if a corrective message needs to go out until it can review that list after 10am.

9. School Committee Candidates

John Portz (Hosmer Parent/ School Committee Incumbent)

- Parent of 3rd grader and high school senior. Political Science teacher at NE.
- Before, he was in the Town Council.
- School Committee is a 7-member board
- Every 2 years 3 members are up for re-election
- This year: 6 running candidates
- Functions: among others, hires the Superintendent and signs collective bargaining contracts

Quick update:

- 1) School buildings:
 - Hosmer is jam-packed and the other schools aren't much better.
 - Use of facilities and quality of the spaces are issues

- School Committee is going to be addressing that, but it needs to be at the State level, so it will be a long process
- Target: put together Statement of Interest
- 2) Budget (always an issue) - This year we face a very tight budget
- 3) Common Core State Standards applying to Mass and 40 other states
 - Curriculum in all schools will be revamped
 - MCAS will be replaced by PARK system in 2 years
- 4) Collective bargaining (an issue in the past)
 - Agreement in place with the Teachers, but 3 other Unions still without agreement and contract (instructional systems being the largest; custodians ; food workers)

Guido Guidotti (Lowell Parent/School Committee Candidate)

- Strength is in Budgeting
- Would like to increase the focus on Revenue Sources in collaboration with the Town Council.
- Full time grant writer needed to take advantage of funding options.
- Use of extra funds – more teachers is a priority, with appropriate resources to do their work.
- Would like to take a harder line on contract negotiation to ensure best pricing is obtained.
- Watertown has a poor history in retention of School Superintendents, who seem to use Watertown as stepping stone. How to deal with it needs to be through salaries --competitive to ensure retention.

10. Breakout Groups

- A. Fundraising (we'd love to hear your ideas!)**
- B. Math & Science Nights (fun, fun, fun!)**
- C. General PTO Q&A (whatcha wanna know?)**
- D. John Portz Q&A**
- E. Guido Guidotti Q&A**

The Meeting is adjourned at 10:15am

NEXT MEETING

Tuesday, November 12, 7pm, Hosmer Library

November PTO Board Meeting - Minutes



MEETING DETAILS

November 12, 2013, 7-8:45pm
Hosmer Library

MINUTES

Recorded by: Regina Raz, PTO Recording Co-Secretary

IN ATTENDANCE

PTO Board	Officers	Judy Beecher, Sasha Kiani, Gina Brennan, Kristen Fitzpatrick, Jai Puthenveetil, Regina Raz
	Grade Level Reps	none
	PTO Reps to Sch Com. & PTU Com	(Not designated)
	Teacher Rep	(Not designated)
Principal & Assistant Principal		R. LaRoche and M.K. Fitzpatrick
Parents		10 parents
Teachers		Ms. Pearse, Ms. Pacetti-Fitzgerald
Representatives		John Portz (Hosmer parent, School Committee) Liz Yusem (Hosmer parent, School Committee) Chris Crombie, Assoc Program Director, Boys and Girls Club of Watertown

ACTION ITEMS

Unless otherwise indicated, the due date is the following General Meeting

DATE	ITEM	OWNER	DUE DATE	STATUS
11/12/13	Review the proposal to eliminate from the budget MCAS snacks	PTO Officers		
11/12/13	Ask the collective of Special EdTeachers how many among them might benefit from having an iPad as tool.	PTO Officers		
11/12/13	Bring a donated shredder to the Nurse	Liz Yusem		
11/12/13	Research options for a Fifth Grade Fundraiser	Claude Zouein		
10/18/13	Publicize/disseminate that all contributions to the PTO are tax-deductible	PTO officers / Fundraising		In process
10/18/13	Publicize no-cost programs to generate funds for the PTO that are in place	PTO officers / Fundraising		In process
10/18/13	Review "Reading Promise" Enrichment Program	PTO Board		Pending
10/18/13	Research Tupperware Fundraising Program	Nia Nascimento		Pending
9/17/13	Research how to bring a math Challenge Program to Hosmer	Claude Zouein with PTO	11/12/13	In process

ITEMS OFF THE ACTION LIST

DATE	ITEM	OWNER	DUE DATE	STATUS
10/18/13	Recruit parent volunteers for the "Book-on-Tape Conversion" project	PTO Officers		Complete
9/17/13	The school to present an outline of how the teachers are planning to use the iPads in the Classrooms	School Rep.	11/12/13	Complete

DECISIONS

PTO will support Fifth Year efforts to fund its Year Book with organizational support, rather than financial

SUGGESTIONS

Change the format of International Nights in the future

ISSUE LOG

Consider changing the term "Dues" – Oct 2013
Despite that all communications from the PTO (coordinated e-mail, paper, website/Facebook postings during 2013) reach the audience, the message is not heard – Oct 2013
Communications (school-parents-PTO) – Sep 2013
Challenge Programs at Hosmer – Sep 2013
Categories of Teachers receiving reimbursements from the PTO – Sep 2013

MINUTES

1. Official Welcome and Announcements

- Chris Crombie, Assoc Program Director, introduces the Boys and Girls Club of Watertown
- Ms. Pacetti-Fitzgerald speaks on how she evaluates children in the gym, with the program "It's learning", which is being used through the district
- Jason Dunklee reports on the "Book-on-tape" conversion project. He has converted 217 titles.
- Ms. Fitzpatrick reports on the use and user experience of the classroom iPads donated by the PTO:

iPad Report to PTO

84% report they are using it to plan instructions

42% report that students are using it during lessons

- 28% report they use it 10 or more times a week
- 28% report using it 5 or more times a week.
- 12% report using it 6 – 8 times a week.
- 32% report using it 1 – 4 times a week

50/50 using the stand vs not using the stand

How they are using it

- To enlarge text
- As a doc camera (several)
- As a center for Raz kids, Xtra Math, and other apps they are buying (several)
- To plan and record lessons and anchor charts to share with families on their website

Play a game with the whole class

Taking pictures to document what was worked on and then re-visit as a review

- Model activities
- Show student work
- Listening/reading center
- Bring up images of unfamiliar words
- Plan instruction – find apps that will support upcoming units of study
- Setting up a blog
- Teaching Strategies Gold – PreK and K report card
- Notes at meetings
- Educreations – interactive white board app
- Download books
- Hoping to use it for imovies
- Google Earth, maps and translate

2. Treasurer's Report – Gina Brennan/Kristen Fitzpatrick (PTO Treasurers)

- Copies of the report distributed
- Discussion about budget adjustments. Proposal to eliminate distribution of MCAS snacks
- Overview of BoxTops program.

➔ ACTION ITEM: review proposal to eliminate distribution of snacks on MCAS test days.

Budget

Bank Balance: 11/12/2013 34,212

Revenues

	2013-2014	
	Budget	Actual
PTO dues	12,119	8,174
Grants	4,000	
Target Red & Stop and Shop Carj	1,000	
Meadow Farms	4,000	5,306
Movie Night	1,641	1,641
Jenny Boston	500	
Bingo Night	1,000	
Fundraiser TBD	TBD	
Husky Gear	400	-1,094
End of Year Celebration	1,000	
Box Tops	1,000	
Bake sales	500	
TOTAL	27,160	14,027

Expenses

Teacher Reimbursement (all teachers)	10,000	1,008
Academic Enrichment @ 10 per child	6,210	
pre-K	15*10=150	
Kindergarten	112*10=1120	
1st grade	115*10=1150	756
2nd grade	107*10=1070	
3rd grade	85*10=850	
4th grade	80*10=800	504
5th grade	107*10=1070	
Teacher Appreciation Week	700	
Cultural Enrichment	3,600	1,000
Destination Imagination	0	
Fifth Grade Activities	0	-171
Math & Science night	1,000	
Poetry Event	1,200	
Kids' Café/Arts & Music Extravaqanza	1,500	
Clubs (Grounds Crew/Green Team/Book Club)	500	
Field Trip Scholarships	500	
PTO Meetings/Supplies/Back taxes filing	800	57
Hospitality/Condolences	400	
Read-a-thon	750	
Net Income (Expense)	27,160	3,154

3. Requests for Spending - Gina Brennan/Judy Beecher (PTO Officers)**3a) iPad for Special Ed Teacher**

- History of the donation of iPads to classroom teachers: the PTO had inquired how to best invest in technology for the school, and the school suggested iPad for the classrooms. It took one year to bring the project to fruition, and it was a big effort on the part of the PTO. While the PTO would love to extend this benefit to all Special Education teachers (about 50), it is well beyond its budget.
- Discussion on technical distinction between Classroom Teacher and Special Education Teacher
 - ➔ ACTION ITEM: ask the collective of Special Education Teachers how many among them might benefit from having an iPad as tool.

3b) Barcode Scanner for the Library

- The School administration points out this should be under the budget of the School Department.

3c) Shredder for the Nurse

- The Nurse has already spent \$125, yet needs a paper shredder. Liz Yusem offers to donate one

4. Fifth Grade Fundraising Proposal - Dance Evening – Claude Zouein, 5th Grade Classroom Parent Rep

- Fifth Grades need funds for the Year Book, since not all parents can share in covering costs.
- In the past, there have been special fundraisers for this purpose, or the PTO has help fund it. The PTO prefers not to continue fund this, since it is a special expense for 5th graders, as opposed to the whole community.
- Claude proposes to organize a Fifth Grade Dance:
 - \$5 fee including food
 - Possible date: Feb 7, 1 week before the school break
 - Chaperone volunteers would be needed for younger siblings
 - Expected expenses: school and janitor fee, \$200
- Principal's feedback: this is an ambitious initiative, more typical for Middle School; bringing it to an Elementary School would require a lot of Chaperones
- Discussion on alternative fundraisers possible, including a "flash mob" performance where Fifth Graders or Fifth Graders teaching skills to the younger ones for a fee.

➔ ACTION ITEM: Claude to discuss alternatives with Fifth Grade Reps

5. Cultural Enrichment – Diana Martocchia (VP for cultural Enrichment)

- There are two events scheduled for Visual Arts/Music Enrichment and Cultural Diversity

- Last year, there were no Volunteers at the Cafeteria, as staffing was reorganized to cover all needs.
- There's currently no need for Volunteers at the Cafeteria

The Meeting is adjourned at 8:45pm

NEXT MEETING

Friday, December 13, 8:30 am, Hosmer Cafeteria

PTO General Meeting of February - Minutes



MEETING DETAILS

Tuesday January 14, 2014 – 6-7:30 pm
Hosmer Library

- 1) Welcome and open questions and answers.
- 2) Mr. LaRoche, Principal, provides an update report.
 - a) There is a spending freeze in the district, affecting all schools, from the Town Auditor, effective Jan 13, 2014.
 - b) There will be a Special Finance Meeting. In the meantime, there is a need for copier paper at Hosmer. The PTO will provide support as needed during the freeze.
- 3) The Treasurer provides a Revenue and Expense Report - Teachers have requested just \$2K of the \$10K budgeted up to date. Reach out to ensure their needs are not unmet.
- 4) BoxTop Contest Update
 - a) The campaign was a huge success and very popular.
 - b) The award check will be mailed in March.
 - c) The kid's Dress Up Day has been set up for Jan 24.
 - d) A second Contest will be run before March.
- 5) Academic Enrichment Update - There has been a request of \$2K by the School to the district to set up the BrainPOP program , which teachers like. The district is not evaluating requests at this point, and if it turns it down it will be submitted to the PTO.
- 6) Cultural Enrichment Update:
 - a) "Let's Make Music" event by Johnny Fireseed & The Junk Yard Dogs has been scheduled for Friday January 24. A description of the program is distributed.
 - b) "International Night" confirmed .
- 7) Event Planning - Talent show under preparation, with J. Fendetti helping with fundraising.
- 8) MCAS Snacks - Ellen and the Cafeteria are offering to help facilitate the MCAS snacks (fruit and cheese bars, under \$500 total).
- 9) Calendar Highlights reviewed.

Next PTO General Meeting: Friday February 14, at 8:30am, Hosmer Cafeteria

PTO General Meeting of February - Minutes



MEETING DETAILS

Friday February 14, 2014 – 8:30-9:30am

Hosmer Cafeteria

- 1) Welcome and open questions and answers.
- 2) Mr. LaRoche, Principal, provides an update report.
- 3) The new Food Service Director, Stephen Menyhart, introduces himself and provides his background and goals for the Watertown Schools Food Services. He overviews the meal budget under which he operates, and his approach to provide balance nutrition under that budget. The presentation of meals is given attention, as well. Staff will be trained or re-trained.
- 4) Treasurer's report, and discussion of revenue boosting ideas. An update on grant is provided.
- 5) Call for volunteers for the following upcoming events:
 - International Night and Firth Grade Health Night
 - Purchase of MCAS snacks
 - April Book Fair
 - June End-of Year Picnic
- 6) Calendar Highlights
 - a) March 7th – 5th Grade Gong Show
 - b) March 3rd-7th – Travelling Japanese Artist: Hokusai
 - c) March 28th - International Night
 - d) Book Club in conjunction with the Watertown Public Library

Next PTO General Meeting to be scheduled.

PTO General Meeting of May - Minutes



MEETING DETAILS

May 13, 2014 – 7-8 pm
Hosmer Library

- 1) Mr. LaRoche, Principal, provides an update report.
- 2) The Treasury is reviewed:
 - a) Current Spending Report (2013-14 YTD) – *Kristen Fitzpatrick*
 - b) Grant update – *Nancy Ringwood*
 - c) Book Fair results – *Lani Gerson*
- 3) The PTO Officer Positions for 2014-2015 are announced:
 - a) Co President – Vacant
 - b) Co President – Vacant
 - c) Treasurer – *Kristen Fitzpatrick* will be available
 - d) Asst. Treasurer - *Gina Brennan* will be available
 - e) Fundraiser - Vacant
 - f) Corresponding Secretary – *Ellen Cross* will be available
 - g) Recording Secretary – *Regina Raz* will be available
- 4) *Judy Beecher* reviews the plan for the Teacher Appreciation Luncheon (May 19-23). Volunteers will be needed for the Teachers' Luncheon on Wed, to buy flowers on Thu, and to set order a Teachers' Breakfast on Fri.
- 5) The 5th Grade End-of-Year activities are discussed.
 - a) *Jen Fendetti* provides information to parents on the Yearbook and Field trip.
 - b) Volunteers are needed for June 24th: please contact *Judy Beecher*.
- 6) Fundraising for Kindergarten BoardMakers – *Nicole Higgins*
- 7) Hosmer Garden Update – *Shaunna Harrington*
- 8) Watertown Farmers Market Outreach – *MaryCat Chaikin*

This new Farmers's Market, sponsored by Athena, will run all Thursdays, 3-6pm, from June to October, at the Arsenal on The Charles. It will offer Massachusetts grown produce and locally made specialty foods, as well as music and events. SNAP (food stamps) with a matching program thanks to a generous grant from Athenahealth, dollar-for-dollar up to \$15 a week. More details at <http://www.watertownmarket.com/>
- 9) Calendar Highlights
 - a) May 14th - Book Swap
 - b) May 19th to 23rd - Teacher Appreciation Week
 - c) May 27th to 29th - Art and Music Extravaganza
 - d) Spring Picnic will be held in June featuring foold and ice cream trucks, and field games. Volunteers are needed!

Next PTO General Meeting: Fri June 6, 8:30-10am, Hosmer Cafeteria

PTO General Meeting of June - Minutes

MEETING DETAILS

Friday June 6, 2014 – 8:30-9 am
Hosmer Cafeteria



- 1) Mr. LaRoche, Principal, provides an end-of-year report.
- 2) Preliminary end-of-year Treasury report and 2014-15 Budget proposal (Kristen Fitzpatrick)
- 3) The PTO Officers for 2014-2015 are announced:
 - a) President - Kristen Fitzpatrick
 - b) Treasurer – Gina Brennan (check writing)
 - c) Asst. Treasurer – Eileen Ng (bookkeeping)
 - d) Corresponding Secretary – Ellen Cross
 - e) Recording Secretary – Regina Raz
- 4) Acknowledgements and adjournment