**Wheelock PTO Meeting Minutes**

**November 3, 2016**

**Attendees:** Donna Olson, Jessica Kemp, Renee Howley, Kerrie Patten, Karen Seitz, Jill Werner, Amanda Spears, Kerry Evans, Edlyn Clay, Sarah Powers, Kristen Careau

4 of 5 Executive board members were present allowing a quorum to vote:

**Vice President’s Report:**

Karen Seitz shares that we are in good shape our upcoming Book Fair/Game Night to be held at Wheelock on Tuesday, November 8th from 5:30-7:30 PM. We have recruited parents as well as some Girl Scouts from middle school to help volunteer throughout the event. GameWright Games will be set up in the cafeteria and families and friends are encouraged to try them out and play. The games will also be available for purchase (cash or check) There will be concessions (pizza, snacks, waters) for sale in the cafeteria as well.

Jim James from Park Street Books will be setting up the Book Fair in the Mango Gym. Purchases can be made with cash, check, or credit card. In addition to a great selection of books, there will be Teacher Wish Lists available, as well as Holiday Order forms for families looking to set aside some purchases for the holidays. A percentage of the night’s book and game sales will come back to the Wheelock PTO.

Since the Game Night/Book Fair is being held on election day, keep an eye out for the Wheelock vote. Kids will be asked to vote for the next Spirit Day theme!

**Treasurer’s Report:**

Jessica shared Kelly’s updated treasurer reports. We are in good shape. Money we have received include the distribution of the PTO town-wide collection money and money from the school supply kits. Some of the recent bigger expenditures have included Teacher Start Up Funds, Room Parent Allocations, and Plymouth Plantation (for Grade 3) funding. We will be reminding teachers of their Thank You funds and encouraging them to use the money in them.

Funding and ideas for creating and selling Medfield Spirit Wear were briefly discussed and are currently being explored at the townwide PTO level as well.

**Secretary’s Report:**

Minutes are now voted on between meetings and will be posted via the newsflash following every PTO meeting. They will also be posted on the PTO Website.

**Principal’s Report:**

Donna Olson shares about the MCPE Fall Ball Grant that is bringing Bren Bataclan back to create a beautiful mural in the upstairs hallway at Wheelock. Based on input from the 2nd and 3rd grade teachers, the theme of this mural will be Butterflies and Landforms. Bren will be at Wheelock the week of December 12th, hosting assemblies and teaching drawing strategies to the students. Bren will then incorporate some of the student ideas and drawings into his mural masterpiece.

Donna is also pursuing an MCPE grant titled Expanding Literature: Diversity, Mindfulness, and Empathy. She has been working with the library media specialist, Beth Robertson and the ELA coordinator, Jamie Callahan, to focus on selecting literature that will explore diversity (cultures, ethnicities, different learning needs/abilities.) The goal is to create respectful awareness of differences in the classroom and the world around while also encouraging acceptance of these differences. The grant would allow these sets of books to be added to the classroom libraries and school library collection. These books will tie in nicely with Open Circle and PBIS (Positive Behavior Intervention System) approaches that are already being used in the classrooms and throughout the school to encourage respectful behavior and kindness towards others.

It has been a busy and exciting fall at Wheelock. Donna offers thanks to many special volunteers and community members who have helped out in different ways. Deeni Stevens fulfilled her last year as Rocky Woods Coordinator and helped create a magical and memorable learning experience for 3rd grade students. Wheelock is thankful for Deeni’s commitment to this amazing program over the years. Karen Vasquez will be taking over the coordinator position going forward. Donna also thanks the PTO for their funding of the Plymouth field trips and the Pilgrim Interpreters.

Donna also thanked Girl Scouts for doing some plantings at the school. She also thanked Hannah Boyd, a former student now in Grade 6, who has volunteered to run an after school book club for Wheelock students that is to start later this month. Wheelock appreciates all the wonderful help!

The Afterschool Enrichment Program did not run many of its afterschool programs due to low enrollment. The art club and homework clubs were canceled due to lack of participation. They will plan to try again and hope to have increased interest and participation. The Chess Club which is set up and run by an outside company, continues to be very popular and is running smoothly.

**Updates**:

The Ski Stop fundraiser runs through 11/27. Rent your ski equipment from the Westwood or Newton location, tell them that you’re from the Medfield Public Schools, and they will donate a portion of the cost back to our PTO.

Some thank yous have come in from teachers for their Start Up Funds. The Townwide PTO is exploring how to handle the Start Up Funds of specialists that cover more than one school.

**WInter Carnival Update:** Amanda Spears and Kelly Wysocki are heading up the Winter Carnival fundraiser this year. The Winter Carnival is a huge fundraiser for both Memorial and Wheelock. Because of its size, it is has numerous subcommittees (auction, booths, baskets, lunch), As of November, Amanda and Kelly have been able to fill all the co-chair positions for these subcommittees, so that has been a great start. The team has met already. The committee, which is filled with many new faces this year, will be running the Winter Carnival much like it has been in the past but will also be exploring ways to encourage community and teacher involvement. They will also be reviewing some of the practices that have presented challenges over the years. The Winter Carnival planning will shift into high gear as we move into the new year. Keep an eye out for information--there will be be many opportunities to donate and help out.

**Box Tops**: Renee reports that we would like to see increased Box Tops participation. The November grade competition is now up and running, so if you’re holding onto your Box Tops, please start sending them in. When sending them in, please remember to write your child’s grade on the collection paper or bag. Look for a town-wide Box Top collection competition to be held in the spring.

Renee also talked to Donna about choosing an end item that the school would like to purchase with the Box Tops money. Having this purchase goal could help motivate families to increase their Box Tops collecting.

**New Business:**

Donna requested a PTO grant that also goes along with the theme of supporting diversity. The *My Family Builder* game includes magnetic pieces that students can use to build individuals and create their family. The game serves as a tool to generate conversations about people and families and what they look like. It is meant to encourage awareness and acceptance of differences. Donna would like 3 copies of the game, one for the guidance counselor, one for the school psychologist, and one for the library. The grant request was approved by vote.

**Next Meeting: Thursday, January 12th- 9:00 AM (note the new time)**