

PAWS PTO Meeting Minutes

Meeting Date: Thursday, 9/14; P.A.W.S. 9AM

Attendees: Elizabeth Nelson
Nicole Meyers
Adrienne Locke
Anouschka Riley
Sarah Barton
Lorraine Liebenberg
Rachel Burke
Garima Rana
Megan LeBlanc
Rose Nolan
Tomoe Harrison
Elisa Buchsbaum (PAWS Teacher representative)
Annalee Wahls
Yixin Zhang
Nessrine Bellaas
Ashley Hoffmeister
Makara Cayer
Zongyan Han

Important Upcoming Dates

Tuesday, 9/26 – Library Clean-up, Volunteers needed (*9-1, see below*)

Friday, 9/29 –

Auction/Room Parent meeting at PAWS (*9:15 in Teachers Lounge*)

Coffee with 'Beccca

Next PAWS Meeting- Evening Meeting-October Wednesday 25th children welcome

Agenda Topics

Treasurer update:

- Amount currently raised (as of 9/13): \$5,270
- 25% participation in appeals to date
- Annual auction is the biggest single fundraiser for the PAWS PTO. Usually bring in \$15-20k from that event.
- We are always open to new ideas for fundraisers.

Please remember to run all expenses by Makara! Any reimbursements will require her approval first.

SPIRIT WEAR COORDINATOR- We are recommending a new position to help order and sell spirit wear. Many schools do this and it is very successful. Ideally we could have this running by the holiday season so that families can get spirit wear for their families and teachers.

Picture Day:

- Picture days for the main PAWS location
- 9/18 AM: Need two volunteers
- 9/26 AM

Library Coordinator Update:

- Tuesday, 9/26 from 9-1: Library Clean-up to organize books and assess which supplies might be needed. Please contact Sarah Barton if you can spare an hour or two.
 [\(sbarton333@gmail.com\)](mailto:sbarton333@gmail.com)

Auction/Events:

- Play date in the park was a big success – Looking at having another one on 9/30 at Perrin Park.
- Next Parent-only event is the SEC Tailgate. Date had been 10/7 but this is over the Columbus Day weekend. Therefore, the date has been changed to 10/14
- Chinese National Day is October 1st. Families celebrating this holiday are organizing an in class celebration (no real moon pies)
- SEC Tailgate will be catered by volunteers – Adrienne and Nicole will send a Sign-up Genius for contributions.

Classroom Contributions:

- Elisa Buchsbaum raised the issue of perhaps appointing a parent to be the liaison for the teachers' discretionary fund. Teachers use the discretionary fund when they want to buy bigger items for their classrooms, as opposed to paying out of their own pockets.
- The group discussed and decided that the current system of teachers using sticky notes outside their classrooms to let parents know which smaller items are needed works. Amazon wish lists would be a good way for teachers to request larger/higher cost items.
- Elisa will send a note to teachers about continuing to post notes for smaller items and asking them to add their wish lists to Amazon for bigger things.
- Megan will include a reminder in the newsletter about picking up sticky notes for smaller items at drop-off and pickup.
- Rachel is going to check at work to see if she can source the dollhouses the PTO would like to donate to each classroom.

Powerschool

- Megan will be in charge of the list distribution given her role as communications coordinator
- Once the list has been completed, we will be able to use this to send out the weekly updates: we will try and cross reference with the other collected names to make sure no one is excluded
- Anouschka will reach out to the teachers to request the emails of the parents- this should be a form letter from the teacher with Anouschka's email address for responses

****Reminder****

CORI checks are required for anyone want to volunteer in any classroom at PAWS.
-May want to add this to the newsletter.

Open Board Positions:

- Auction Subcommittee
- Co-VP
- Raffle Chair
- Library Volunteers
- Garden Coordinator
- Wellesley Green Team Representative
- Hospitality Coordinator
- Spirit Coordinator

Important Long-term Date Reminders to Note:

October/November – Juniors grant

April – Secure photographer for picture day 2018

June 16 – Graduation, courtesy of Anouschka!

Next Meeting: October 25th at PAWS 6-7:30pm