

3/28/22 PTO Executive Committee Work Session Notes

Present: Isabel Pipolo, Halle Chizmadia, Marisa O'Leary, Jen Carbaugh, Heather Amabile, Randi Alberino, Mia Shervington, Meghan Sheldon-Brungard, Branwen MacDonald

I. Welcome/Introductions

- A. No formal officer reports because no major changes since March 7th meeting
- B. Branwen brought up outdoor play issue at last board meeting and will keep pushing forward on it; encouraged all PTO members to reach out to the Board to express their support
- C. Mia reported on realtor event; presentation was given about accomplishments and successes in the district; presentation was well received; realtors were encouraged to direct new home buyers to our website and learn more about the PTO

II. Committee Reports

A. Advocacy

- BOE Forum will be held on Monday, May 9th; plans in progress
- First trial run of Walking Bus on April 6th; putting together a video to introduce the Walking Bus program; hoping to be ready for presentation at the April Saturday Academy
- Met with Acting City Mgr and Police Chief; talked about increasing police enforcement, improving signage, applying for grants for additional electronic speed enforcement signs, coverage of necessary intersections by crossing guards; will meet with DPW to address schedule for painting crosswalks; planning activity at May Saturday Academy in collaboration with police dept to teach pedestrian safety

B. Communications

- Working on PTO promo slide show and brainstorming ideas; would like to collect pics of each PTO board member holding up a sign about why we joined the PTO or what we love about the PTO; suggestion of having an unofficial get together at the end of the year to reconnect and take photos for the slideshow
- Parent ambassador list being verified for new parents to reach out for information
- Laura would like us to submit reviews on Niche or Great Schools to voice positive feedback about our schools; suggestion of spacing out reviews so the sites don't get blasted all on the same day; perhaps one committee per month

- Isabel will write up a blurb to send out to everyone on the board and encourage participation
- Instagram has been reactivated

C. Special Events/Enrichment

- Mia and Joanne represented PTO at March 26th Saturday Academy; poster presentation in gym for women's history month; Mia can share photos from the event
- Mia reported that many great opportunities were offered (Jazz band, game show, Irish step dancing), but not many parents attended; no breakfast offered; overall turnout was light (maybe 100 people total); game show organized through BOCES due to conflict with Wild & Crazy; many of the individual classes have not been offered this year due to covid, so that may be contributing to low turnout
- At the St. Patrick's Day parade, it was discovered that our PTO banners and banner stand are missing; possible that the banners were put into someone's personal storage when covid hit in March 2020; does anyone have these?
- Next Special Events committee meeting will be Monday, April 7th
- Next Saturday Academy will be April 23rd and Maria Flores is planning for it to be mainly outdoors

III. Old Business

A. Spirit Gear

- PKMS staff members not available to help this month, so we will revisit for later in the spring
- Prices have gone up on many items, so we may need to increase prices on new inventory
- Possibility of creating new design at a higher price and selling existing inventory at old prices; long sleeve option has been requested by some
- Suggestion to create special design option for staff shirts, to identify them as staff members
- Suggestion of creating an online order form for staff to pre-order, take advantage of bulk discount
- Suggestion of doing a contest among HS art students to create design (maybe for next year since that requires a long lead time)
- Might need to loop in Meredith or one of our other design professional parents to create new artwork (Idea: HS/community-resourced design ideas)
- Isabel will put together comparative quotes for vendors

- Meghan will forward email from Oakside about their school spirit shirt sale, for reference on options and prices (HS/community-resourced design ideas)

B. Book Fair ([Book Fair Notes](#))

- Virtual fair April 28th-May 8th; in person pop-up fair Saturday, May 21st in-person pick-up at SA
- NO author visit for this year's outdoor event.
- Isabel met with Maria (3/17) and Joan (3/24) at Main Street. Good to go.
- Promotion plan - **Jen will spearhead**
 1. Teachers play videos in schools to promote, Rebecca suggested
 2. Classroom that raises the most money gets BOOKS!
 3. Volunteers to help purchase books and talk to school Librarians

C. Plant Sale / Garden Program

- PTO as Fiscal Agent for Garden Program.
- Isabel shared volunteer support ideas with Laura Perkins - use parents and kids who do community service (environmental club etc). Ms. Boyko to help recruit Woodside parents
- Mia suggested Laura develop a business plan to discuss projects with educators and the community (grant with NAACP supports Garden work)
- Laura and Ms. Boyko to discuss organizing a family fun day at Woodside on May 14th where PTO could contribute/collaborate in some way TBD

D. Spring Spending Discussion:

- Senior Photos - under budget \$925 bill instead of \$2,000
- Teacher Appreciation (budgeted \$1500) - week of May 2nd, Timing for Teachers to participate could be more than 1-day since we are covering so many buildings, 530 teachers +Staff = approx 750 (\$2-3/per person) \$4 = \$2100+
 1. Halle researching breakfast/coffee truck: Rambling Coffee \$500/school. Stella Trolley with Bean Runner or PCH, need volunteer to hand out food.
 2. Rachel researched food truck = over budget
 3. Teacher survival kit goody bags or grab bag/treasure box
 4. Mia - a gift beyond the first week of May (branded and Thanks)
 5. One item for all the staff ... (branded cappuccino machine)

- Outdoor Play Equipment Donation - April 1 planned deadline to send. Plan to purchase equipment for each building with a tentative budget of \$1/child; waiting on enrollment numbers from district office; wishlist submitted by Dr. Ferris for HS; initial responses received from Oakside, Woodside, UH, PKMS; waiting on response from HC

1. Austin recommended vendor [BSN Sports](#); no suggested list provided
2. Issue of stolen equipment ... Storage bins, tether balls
3. Halle and Isabel will continue following up to finalize lists

E. Succession Planning / Nominations

- Marisa heading up committee
- Community invited to apply
- Isabel is stepping down. VP term ends June 2022.

IV. Other Updates

- A. BOE update
- B. PEF update - 13 week coding program with Ozobots ([Introduction to Ozobots, Oakside kids working with Ozobots](#)), ½ way to fundraising goal, public funding and flier going out April 1-4. Conversation on if STEAM based funding to continue next year.
- C. SEPTO update - self-advocacy meeting was postponed, only 5 registered, April 6 in-person meeting at Family Resource Center.

Annual Strategy Idea: take on 1 project per school per year, raise money for bigger item and get more involvement with a clearer annual vision. Better management of PTO workload. Each spring re-load outdoor equipment.

Next Meeting: Monday, May 2nd @ 6:30 pm

Board of Education Forum: Monday, May 9th

April 28 Bookfair starts!