



**PTO Executive Committee Board Meeting
November 29, 2022**

Attendees: Beth Carmody (Principal), Jessalyn Garvey (Vice President), Nissa Cox (Past President), Michelle Cullen (Communications), Lyanna Berkowitz (Asst Communications), Elke Rehbock (Treasurer), Amy Sullivan (Assistant Treasurer), Lesley Stump (Secretary), Sachiko Kawata-Burke (Teacher Representative)

Call to order at 9:05am

Welcome

Secretary Report (Lesley)

- October Minutes approved
 - 1st motion: Michelle
 - 2nd motion: Jessalyn

President Report (Reported by Nissa)

- Updates/Gratitude
 - Halloween celebrations – ghost walk went well. Reminder – when and if it rains the event cannot move inside.
 - Upcoming Winter Showcase - the show will be divided into groups by last name so we can fit in the auditorium. All promotion for the Winter Showcase will include the importance of family members allowing enough time to sign in using valid ID.
 - Book Fair – record breaking sales, biggest year yet!
 - Bernie's Book Bank – another huge success!
 - Marla's – we are working with Marla's to offer better recyclable containers
 - Referendum: Calendar changes – construction as a result of the referendum passing will likely impact school calendar for the upcoming year
 - Aunt Ruth's – due to construction and school wide upgrades the Garden may have to move, or we brainstorm ways to honor it in a different way
 - Literacy updates: new approach, data/analytics consultant – as a part of Kelly Tess' plan we are continuing to add stronger phonics in the curriculum. More explicit instruction is also included in this plan. The district hired an analytical company to help look at trends and understand the data more completely.

- Vote:
 - VP Programs Role – vote to add this role to the PTO executive board. Bylaws state to add a role it must be a VP role. 1 year role will be the 1st point of contact to Chairs for all events, liaison between all programs Chairs and Communications/PTO. End of Jan / early Feb past President will begin to work on the Slate.
 - Vote to add VP Programs Role to PTO Exec Board:
 - 1st motion: Lesley
 - 2nd motion: Amy
 - Use of PTO funds for Resource Center furniture
 - Vote to use funds:
 - 1st motion: Elke
 - 2nd motion: Michelle
 - Sharing social community activities on Instagram – further discussion needed
- Coming Up
 - 12/1: Candy Cane Hunt & Hot Cocoa – Social Committee planned the event, playground closed by 2pm
 - 12/1-12/16 Food Drive – Local PTO to organize
 - 12/2: PFL
 - 12/9: Faculty Fun Lunch #3
 - 12/16: Dads Serving PFL
 - 12/20: Winter Showcase
 - 12/23 - 1/9: Winter Break
 - 1/27 – Paddle Parent Party – details TBC
- School Board Meeting Summary (Amy) – financial planning, discussion on referendum, slight impact on calendar will be forthcoming, some material for long leads have been ordered, monthly report on construction progress will be circulated.

Principal Report (Beth Carmody) – Gary Wendt presented at a recent staff meeting the planning process and importance of student choice and student agency. He attended the Progressive Education Network in October and provided feedback on the larger concept of student agency within student curriculum and fine arts. For this year’s Winter Showcase the students chose “Wonderland” as a theme.

Teacher Report (Sachiko Kawata-Burke)

- Faculty Spotlight – December through June

VP Report (Jessalyn)

- RC flexible furniture
- Community Outreach – This year the month of service will focus on Cradles for Crayons. Jessalyn and the committee will be facilitating a donation drive for materials, card

creations by HW students, sort & receive of donations for quality check and a Field Trip to visit the facility in the city for 2nd – 4th graders.

Treasurer Report (Elke & Amy)

- Holiday checks – all HW staff members to receive a holiday check from the gift contributions made as part of back-to-school payments. Checks will be placed in school mailboxes.

Communications Report (Michelle & Lyanna)

- Communications schedule

Next School Board Meeting: Tuesday, December 13 (Michelle)

Next Exec. Meeting: Wednesday, January 11 (Elke)

Next P,P,VP Meeting: Tuesday, 12/13 @ 9:15am