

**CHATHAM ELEMENTARY SCHOOL
PARENT TEACHER ORGANIZATION
MEETING MINUTES**

RECORDING: Patty D'Agostino

DATE: December 2, 2008

PRESENT: Ed Ropulewis, Jen Huckman, Faith Rushnak, Rhonda Sandison, Patty D'Agostino, Heather Higgins, Jennifer Whiteley, Laureen Butcher, Theresa Malone, Tonnya Chasse, Margaret Fallan, Heather Nickerson, Monica Lussier Russell, Justin Rivers and Saga Rivers

NEXT MEETING: 1/7/09 @ 7:45 a.m. Chatham Elem.

GUESTS: Theresa Malone/Monomoy Community Services

MEETING LOCATION:

TOPIC/AGENDA	FINDINGS/DISCUSSION	RECOMMENDATION/ACTION	FOLLOW-UP
Minutes	The minutes of 11/5/08 were accepted as written.		
<u>Old Business</u> Reader's Digest Fundraiser	Ed Ropulewis, Chairman of this fundraiser, indicated that the Chatham PTO has collected approx. \$7,574.00 and earned approx. \$3,556. The items are in and at the Elementary School. There are still some orders that need to turn in money and one order is "unknown" as student did not put name on order form. Ed will try and track down this student.	Faith Rushnak will be making flyers advising parents that orders are in. Volunteers will be needed to help sort and distribute the items. The items are on the stage at the Elementary School and a date and time will be chosen to distribute.	Ongoing
Color Me Mine Fundraiser	Heather Nickerson chaired this fundraiser which is scheduled for December 4, 2008 at the Chatham/Middle School cafeteria. This fund raiser netted approx. \$900.	Color Me Mine will be setting up at 5:15 and volunteers are needed to help. We need volunteers for baked goods and refreshments. Margaret Fallan will possibly run the popcorn machine. Flyers will need to be made advising when the items will be able to be picked up (Elementary Cafeteria on 12/18/08). Discussion was held regarding next year. Although this fundraiser was quickly put together this year, huge interest from parents, students and principals made it successful.	Ongoing

<p>Winter Adult Fundraiser</p>	<p>Sage Rivers who will be chairing this event has assembled a committee and planning has already begun for this event. Theme for this fundraiser is "Prom". Saga will be making and application for use of the Community Center. This event is scheduled for March 28, 2009.</p>	<p>Saga will appear before the Park and Recreation Committee on December 16, 2008 to discuss use of the Community Center and the permission to serve alcohol.</p> <p>Various ideas were discussed for the "Prom" including, bringing old Prom pictures for slideshow; selling votes for Prom King and Queen; whether a band or DJ should perform.</p> <p>This particular "fundraiser" is about bring the community together and having fun.</p>	<p>Ongoing</p>
<p>Golf Tournament Fundraiser</p>	<p>Margaret Fallan still gathering information and ideas. Jack Bowman has indicated that he is willing to help.</p>	<p>Discussion was held regarding several issues with this fundraiser:</p> <ul style="list-style-type: none"> -is it feasible to hold this event during the week as opposed to a weekend -where would this event be held -is there any day where the school has a day off where it is possible for the teachers to attend -possibly holding this event in Oct. 2009 -any suggestions are greatly appreciated 	<p>Ongoing</p>
<p>School Directory and Advertisements</p>	<p>Jen Huckman has advised that things are moving along. Over \$2,000 in ad revenue. Not sure what the total cost to produce this directory will cost.</p>	<p>Discussion was had as to distribution of the directory to families. One directory per family was discussed with a possible 2nd copy if necessary. Next years goal is to get the directory forms out earlier and possibly having same go into the packet that is distributed by</p>	<p>Ongoing</p>

		the schools during the first weeks of school. It appears that instead of reproducing copies every year that supplements could be made and handed out.	
Spaghetti Supper	Tonnya Chasse has advised that flyers have been sent out advising date, time and basket themes. Information will also be in the school newsletter the "Scoop". Spaghetti Supper is scheduled for January 23, 2009, 5:30-7:00 p.m. at the High School Cafeteria.	If there are any questions regarding the baskets please contact Tonnya Chasse. Things are moving along as to the planning. Volunteers are needed for various jobs.	Ongoing
<p><u>New Business</u></p> <p>GUEST SPEAKER: Theresa Malone from Monomoy Community Services</p>	<p>Theresa came to speak regarding several collaborative fundraising ideas between Monomoy Community Services and the Chatham PTO.</p> <p>The timeline in developing this events are as follows:</p> <p>Jan: Determine groups that are interested Feb-March: Planning and delegating what needs to be done April-June: Work, layout, sponsors, etc. June: Start the Movie Nights July: Begin AM concessions July-Aug: Carnival</p>	<p><u>Outdoor Family Movie Night:</u> This would take place behind the Community Center Building and adjacent lawn area; would be held on summer nights during non- A's game nights; there would be no charge for movie, however, the opportunity exists for the PTO to run a concession stand (popcorn, glow sticks, etc.); would like to start in June; Monomoy would purchase the projection equipment.</p> <p><u>AM Snack Concession:</u> would be held at the A's concession booth during summer mornings (9-12) during A's baseball camps; groups would divide the time and schedule would be set by June 30 with starting date of July 1.</p> <p><u>Summer Carnival Extravaganza:</u> would entail various games, prizes, foods, rides, etc.; venue possibly at the VFW; possibly held during 4th of July week or mid-August.</p> <p>All these events will be open to PTO and other</p>	Ongoing

		<p>interested non-profit child/family groups.</p> <p>It was agreed that further discussions will be held during the January, 2009 PTO meeting.</p>	
OTHER FUNDRAISING POSSIBILITIES:	<p>Ed Ropulewis brought up a few fundraising possibilities/ideas:</p> <p>Chris Fitz Band</p> <p>Celtics Mascot "Lucky"</p>	<p>Ed indicated that the Chris Fitz Band is willing to help during any fundraising events that could use a band.</p> <p>"Lucky" the Celtics Mascot would visit schools. The possibility of having a Teachers v. PTO basketball game with "Lucky" was discussed.</p>	Ongoing
Senior Mugs:	Suzanne Horne originally handled the Senior Mug program.	<p>It was agreed that further discussion needed to be held during the January 2009 meeting. Need more information as to what is needed and how to go about getting things ready.</p>	Ongoing
Christmas/Thank You Cards	<p>It was agreed to it was too late to send out Thank You/Christmas cards for the holidays. The cards are usually designed by a student from the Chatham School community.</p>	<p>Discussions need to be held during the January 2009 meeting. There was a suggestion that possibly the cards go out at the end of the school year.</p>	Ongoing
FUNDING REQUESTS:			
Elementary School 2nd Grade globes/world maps	<p>The 2nd Grade needs new maps and globes to further their social studies curriculum as the maps and globes they have now are not accurate since countries have changed names, etc. The cost to replace these items are approx. \$110.</p>	<p>Saga Rivers made a motion to purchase new globes and maps for the 2nd Grade as it applies to their Social Studies curriculum. The motion was seconded and thereafter passed</p>	Closed

<p>Middle School Drama Club</p>	<p>Mrs. McPherson has requested PTO to purchase HJT tickets for the Middle School Drama Club.</p> <p>PTO would like to wish everyone a health and happy Holiday Season and a Happy New Year!!</p>	<p>A discussion was held and it was determined that this particular request does not fall within the guidelines of funding as per the PTO Bylaws. It was agreed that Mrs. McPherson should be advised of the \$500 that is set aside for field trips.</p>	<p>Closed</p>
---------------------------------	--	---	---------------