



## Cottage Street School PTO Membership Meeting Minutes from April 5, 2018

Meeting began at 7:10p.m., adjourned at 8:00p.m.  
12 people present

1. **Welcome and Introductions**
2. **Approved March 2018 meeting minutes by voice.**
3. **Treasurer's Report:** Aparna reviewed income and expenses, report distributed.
4. **Committee Updates:**
  - a) **Broadway Cougar thanks:** Despite two snow days and having to reschedule shows as a result, the performances were excellent. Sharon Whitehead and Ann Gerrietts stepped up to direct as parent volunteers and did a great job!
  - b) **Fun Fair recap and thanks:** We shared the financial results, which were well over the budgeted line item amount. It was a very fun, successful day and a great community effort with so many who helped out. The fact that so many SMS and SHS volunteers come back speaks volumes about the event and the community. Thanks to all!
  - c) **Programs:** Discovery Programs recently took place and were well received. Some all school programs will be coming up.
  - d) **Yearbook:** You can now order online through the PTO website, which leads you to the Coffee Pond website. The Coffee Pond website is more user friendly than it first seems. Forms will also be coming home in backpacks. The deadline to order yearbooks is next Friday, April 13. Candid pictures are still being accepted and can be sent to [cottage.yearbook@gmail.com](mailto:cottage.yearbook@gmail.com).
5. **Principal's Report:**
  - a) MCAS testing started this week. 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> graders take the MCAS in ELA and Math. The 5<sup>th</sup> graders also take the Science MCAS. It usually takes students about 2 hours, but they have as much time as needed to complete testing. All of the dates are on the calendar.
  - b) Redistricting is not going to take place for the next school year. There will be a flexible freeze at Cottage, where they try to keep the population below 520 students. As long as there are fewer than 520 students enrolled, they will look at adding new students on a case by case basis depending upon class sizes in a particular grade. There are lots of considerations that the district is keeping in mind—transportation, neighborhood groupings, etc. Also, in recent years,



METCO has only been at East, so they would like for all schools to participate if there is room.

- c) Artist in Residence programming went well and kids seemed to enjoy it. The kids made squares out of pencils that will be put together to make a Cougar Paw.

#### **6. New Business (all of the dates for the Spring are now up on the PTO website)**

- a) Cougar Day April 13—Popcorn help needed 7:30-8:30am—It is a fun day, right before April vacation. The 5<sup>th</sup> grade students come around to all of the classrooms to face paint. Mr. Madden and Ms. Munise wear Cougar costumes. The day ends with a 5<sup>th</sup> grade vs. staff volleyball game. There will be free popcorn on Cougar Day, so it would be helpful to have extra volunteers to assist.
- b) Screen Free Week April 30-May 6—This is the same week as National Screen Free Week. We clarified that this means no TV, iPad, etc., although students can use electronics for homework, to FaceTime a relative, etc. There will be activities scheduled this week for families to attend, such as Game Night, which we are looking for someone to head. Also, Art Night is that week. Those students who participate in Screen Free Week will get prizes, such as a Crescent Ridge gift card and maybe even some Cougar Gear. Stay tuned for more information.
- c) Book Fair May 1 & 2 (8:15am-4pm and 6-9pm on the 2<sup>nd</sup> only)—set up on Monday/clean up on Thursday of that week—Students will visit the Book Fair during the school day on May 1 and 2, so you can send in money with your child or they can fill out a wish list. It will also be open during the Art Show on the evening of May 2. There will be a SignUp Genius for volunteers.
- d) Art Night May 2, volunteers needed—This is a wonderful evening where the entire school (hallways, library, cafeteria) is turned into a beautiful art gallery. Mrs. Biddle will need help matting and hanging artwork, so be on the lookout for a SignUp Genius for volunteers. The 5<sup>th</sup> grade will also be holding their final Bake Sale of the year and the 5<sup>th</sup> grade musical groups will be performing.
- e) Teacher Appreciation Week May 7-11—The teachers are treated to supplies, flowers, lunch, desserts, and raffles that week. Room Parents will get an e-mail soon about helping to organize the supply drive and flower bouquets for their classrooms. All of these events are now funded by PTO rather than asking families to help with fundraising as we have done in the past.
- f) Committee Positions: Board Positions, Popcorn, Room Parent Coordinator, Fun Fair Committees (Raffles, Café, Pretzels/Slush)—We did not include the Gift Card Fundraiser or the Coupon Book Fundraiser, but are open to anyone interested in heading any old or new fundraiser. If nobody steps up to chair

PTO Meets the 1<sup>st</sup> Thursday of the month at 7:00pm in the Cottage Street School Library

Free Childcare is provided

Contact us at: [cottagepto@gmail.com](mailto:cottagepto@gmail.com)



Popcorn Friday after Beth Wiley leaves, we may have to change Popcorn Fridays to once a month or however frequently there are volunteers to support it—there could also be teams of volunteers who each take one Friday a month. Liv will be stepping down as President, Casey will stay on as President, Aparna will stay on as Treasurer (but would like someone to shadow her), and Betsy will be stepping down as Secretary. Emily Hollenbeck expressed interest in President Elect once she starts at Cottage next year. Ann Keitner expressed an interest in shadowing Aparna at Treasurer. Colleen Durno expressed interest in the Secretary position. Shanna Belenky expressed an interest in shadowing Betsy and Candice for Fun Fair co-chair.

- g) Walking Wednesdays—Safe Routes to School—Sandra Widland would like to step down as the coordinator, so it would be great to find someone to shadow her or take over this position. This is not currently a PTO position, but perhaps someone wishes to become a Wellness Coordinator.

Meeting adjourned at 8:00p.m.