



Cottage Street School PTO Membership Meeting Minutes from December 5, 2013

Meeting began at 7:05 p.m., adjourned at 8:20 p.m.
20 people present

1. Welcome and Introductions

2. Approved November 2013 meeting minutes by voice.

3. Committee Updates:

- a) **Gmail:** The PTO gmail account was hacked last month. A new PTO gmail account was created and the new email address is cottagepto@gmail.com.
- b) **Winter Dance:** The Winter Dance is on 12/6 and 52 families have purchased tickets so far. This is a larger turnout than previous years. The fourth grade parents will be selling baked goods and banking proceeds for the fifth grade graduation celebration next year.
- c) **Broadway Cougars:** The show this year will be “Willy Wonka Jr.” Over 90 students are participating and the show will be on 2/27/13.
- d) **Programming:** The following programs have recently occurred: Zoo Mobile (1st grade), Chris Lambert’s weather presentation (3rd grade), Geodomes (5th grade). There will be a yoga program for the kindergarteners on 12/6, 12/13, and 12/20. There will be an all-school program in January with a “motivational speaker” for children.
- e) **Greenhouse/Coats:** Mr. Madden described the greenhouse project that Mrs. Meisner and Mrs. Shea are coordinating in which students are building a greenhouse at CSS. Students have begun mapping the location and collecting data. They are requesting donations of 2-liter beverage bottles, the ones with straight sides, not curved. The bottles will be used as material for the greenhouse. Adult and children’s coats are also being collected for charity and can be dropped off in Mrs. Fowler’s and Mrs. Houston’s classrooms before 12/13.
- f) **Cougar Gear:** Orders will be completed by 12/11. Marla Lonergan will be the new chairperson for Cougar Gear.
- g) **Yearbook:** The Yearbook Committee is in need of pictures for the yearbook. Please contact Eric Norman, Elizabeth Theiler, or Beth Wiley if you have pictures to contribute. They are especially interested in pictures with multiple children and accept only pictures taken at school or CSS events.
- h) **Fun Fair Raffles:** Chairperson Wendy MacArthur requested volunteers to assist with organizing raffles, soliciting donations, and putting together raffle



baskets. She also requested anyone with business connections to contact her (wamacarthur@gmail.com) regarding business donations.

4. **Treasurer's Report:** Elizabeth reviewed income and expenses, report distributed.

5. Principal's Report:

- a) Planning has begun for the 2014-15 budget. Projected enrollment for next year is expected to be lower than this year. There was much discussion about the effect of the larger student population on CSS. Mr. Madden encouraged parents to attend School Committee meetings to present concerns and ideas during the public speaking time. He stated he will notify parents of issues for which they may want to advocate.
- b) Kindergarten orientation will be on 1/14 and registration will be on 1/22. Information will be distributed soon.
- c) CSS students (grades 1-5) will be participating in the I-Ready instructional module. They participated in the assessment module last year. This is a computer-based tool for math and English language arts. There will be an informational session for parents on I-Ready on 1/22.
- d) There are new large recycling bins at CSS. CSS is now using single-stream recycling. Parent volunteers go to CSS on Fridays to collect the recycling.

6. New Business

- a) There will be a Holiday Breakfast for CSS staff on 12/19. The PTO Hospitality Committee will be providing refreshments.
- b) Amy Wiebe, Room Parent Liaison, noted that room parents have the option of purchasing an aggregate gift for the teacher, having families purchase their own gifts, or not offer a gift at all. The Sharon School District's guidelines regarding gift-giving were reviewed and discussed in detail. They are based on conflict of interest laws for public employees created at the state level and are strictly enforced. Each family is only allowed to give a total of \$50 in gifts for a teacher's personal use for the entire school year. Gifts for use in the classroom may exceed the \$50 limit. Teachers have to submit itemized reports of the gifts they receive to the school district.
- c) There will be a roller skating event for CSS families on 1/12/14. Details to follow soon.
- d) Iron Chef Night, which is organized by the Diversity Committee, will be on 2/11/14. There are only two people on the committee and they are in need of additional volunteers.

Meeting adjourned at 8:20 pm.