

WESTFORD MIDDLE SCHOOL PTO
GENERAL MEETING
OCTOBER 14, 2009

The meeting was called to order at 7:40pm. Present were Sue Havican, Peter Cohen, Jessica Huizenga, Chris Ross, Kim Boumil, Sharon Skahen, Kristy Rodman, Sue Thomas, Cindy Sacco, Theresa Loftus, Mary Anne Seraphin and Priti Patel.

PRESIDENT'S UPDATE: Sue introduced Sharon Skahen as the Fundraising Chair for Stony Brook School.

BUDGET: The 8th Grade celebration has been budgeted at \$5,500. The t-shirt overage was funded from Curriculum enhancement. The new budget was approved.

FUNDRAISING:

Magazine drive: Magazine sales did not do as well as last year. The total profit was \$6,400.

Invest in Your Child: PTO Boost did not do well. Donation total was about \$3,200. The flyer for the PTO Boost went out with the Friday email sent by the Principals. Next year, it was suggested that the Boost be sent out as a paper notice.

Barnes and Noble Book Fair: Thursday, December 3, 2009 from 6-8pm. School band group will perform. We should provide link to certificate on our website and emails. PTO will receive 20% of revenues.

Pies Fundraiser: Do in November. (We missed November deadline.)

Parent Rewards Card: It was suggested that a sign be put up in Principal's offices and a link to the website in emails.

We will send hard copy of fundraisers home with students in November with Progress reports. We have two weeks to get material ready. Principals will let parents know via email to anticipate more fundraisers.

We will know at the end of December how many fundraiser will be necessary.

FALL CONFERENCES: Conferences dates changed to December 16 and 17. Calls will be Dec 14 evening and walk-ins on the December 15. We have enough volunteers at each school for conference calls.

ARTS AND ENRICHMENT PROGRAMMING: Jack Gantos and Pyramids and Pharaohs are confirmed for 6th graders. Project Adventure in Beverly is another enrichment program to consider. Students work as teams. It is adventurous and interactive. It costs about \$60 per student.

SCHOOL STORE: School Stores are doing well. We have plenty of volunteers.

SCHOOL NEWS: This year we have new schedules which include team time scheduled every other day. It is a 45 minute period where students will work on enrichment or extra help. The principals are meeting with teachers to implements activities so that team time

is used effectively. Students should not do homework in team time. Rachel's Challenge was a success. Students came up with ideas on how to be kind and help out. Mr. Cohen will inform Debbie about the Agenda book replacement fee. Agenda Books: It was suggested that we could shave students purchase agenda books next year. Mr. Cohen said that Kristin Morris is helping with Student Council.

The meeting was adjourned at 9:10pm.

The next Executive meeting is November 18, 2009.

Respectfully submitted,

Priti Patel