

**Westford Middle School PTO
Executive Board Meeting
November 16, 2011**

The meeting was called to order at 7:05. Present were Peggy Tinglof, Michele Long, Savitha Rajiv, Suzanne Welch, Katie Scheve, Heidi Tierney and Chris Ross.

Board Introduction: Savitha was introduced as the new VP at Stony and Katie is doing the apparel fundraiser

Fundraisers

Apparel Sale- Katie showed us that there were low numbers for the sale. It really didn't turn out as well as we had hoped. There are two or three items that we are concerned about because we did not receive an order for at least 12 of those items. She is going to talk to Bill about what kind of up charge we can possibly do in order to fulfill the orders. But, on a good note, any money brought in from the sale is a bonus as we did not budget it into the year.

Magazine Drive- According to Kristy's updated report, we have made \$6,200+ from the drive so far. But as Peggy pointed out, we do not believe this includes any online orders. This makes sense as Kristy reports what she has received and we did not get a check from Jeannine Fundraising for those online orders as of yet. We believe we have made over \$8,000 so far, which brings us closer to our \$10k budget. Checks will keep trickling in so we are hoping it all balances out.

Invest in Your Child- Blanchard has done very well this year. It has brought in approximately \$5k. Stony has brought in a little over \$2k. Our budget was for \$7,500 so we are very close to meeting that number. Anything over will help the magazine drive balance out. Letters of thanks have been sent out to each donor.

Basketball Game- Date is set for March 12th at the WA gym. The gym is acquired from 6:30-9:00. It was decided that a 7:00 game will be posted for a price of \$5 per ticket. Also, each member of the team will receive 2 complimentary tickets to the game. A max of 15 members per team. Anyone who does not have a ticket needs to pay, teachers included. We will make sure that all staff knows of this rule. We will not do presale of tickets; simply buy at the door.

Ball in the House- Set for Dec 16th at 7:00 at Blanchard. Ticket prices have been set at a presale of \$10/pp or \$45/family and at the door \$15/pp with \$60/family. Heidi has sent the music to the Serenaders and is going to contact Tim and Liz Sacco about the lighting in the auditorium. Help is needed to put flyers out around town, as well as many volunteers the night of the performance. I suggested that I could get some seniors to help out. Heidi is going to send around a volunteer sheet to get help.

Treasure's Report- Things are starting to become balance as money is coming in from various source mentioned above. Looking good so far.

Arts and Entertainment-

Jack Gantos: Visit went well. Ordering books was much easier than the assistant principals anticipated. Jack was very flexible given the evacuation at Stony Brook during his presentation, and our late arrival at Blanchard. Targeting the three or fourth week in October 2012 for a return visit. I have already discussed

with Jack, Tim and Steve the need to allocate additional time for book signing and arrange a better way to handle it next fall.

Paulette Morin: Due to visit on December 1st. Kristy already sent her a deposit. Both schools are notified about times and equipment requirements.

Ball in the House: Both schools were notified about times by Heidi on Monday.

Poetry in Motion: I have contacted Young Audiences about David Zucker's return around early March. Awaiting dates and times.

Lincoln Labs: Blanchard would like the Biotechnology presentation to return in the spring. Still discussing date and time, most likely near end of February or later. Stony Brook is looking at options.

Yoko Watkins: I have met with both assistant principals to discuss her return visit and to share feedback about her program last year. Mary Weaver contacted Yoko. The date has been pushed back until May 23rd and May 24th, to allow time plenty of time for the teachers to finish the book. The location is still under discussion. Tim has requested that the presentation be driven by the students' questions.

Other- Suzanne and Chris met with Rose in the morning to discuss the 8th grade celebration process. Two years ago, it was proposed that the Canobie Lake trip be transferred to the 7th graders since 8th grade was already going to Washington, D.C. The cost of things start to add up for parents and we wanted to spread the 'trips' across the school. 6th graders already go to Roll-On America while the 7th graders don't do much as anything. Last year, Peter went ahead and made the change happen by sending both grades on separate day to Canobie. Blanchard did not. We want continuity with both schools. Also, the breakfast that we give the 8th graders is screwed up because only one school is going to Canobie while the other is not. We will eliminate the breakfast this year and possible replace it with the slide show at both schools. Rose is going to talk to both the 7th and 8th grade teachers about what can be done.

The meeting adjourned at 9:30pm
Submitted by Chris Ross