**Martha Jones School PTO, Inc. Tuesday, October 5, 2016**

**Meeting Minutes**

Principal’s Update: Donna Tobin gave an update on new school year. Update included discussion of the Capital Needs study and where the consolidation plan stood as of the beginning of the school year.

Approval of May 2016 Minutes – Minutes were approved. Given to school secretary to post on school website.

Treasurer’s Report: Maya Plotkin went over the 2016/2017 budget line by line. The budget was approved for the year.

Site Council Election – 2 new site council posts were voted in.

Birthday Books- Stacy Kaplan. This year, birthday book enrollment and payment was separate from the PTO registration.

Directory- Thanks to Audra DiDonato for her work on getting the 2016/2017 school directory out to parents who joined the PTO.

Charleston Wrap Fundraiser– Jen Viano, Elaine Cashman – Gave update on Charleston gift wrap fundraiser. Explained that certain products were not included in the fundraiser because the percentages given back to the school were lower than percentages for the wrap.

Mini-courses – Rachel Lipton, Kelly Frederickson and Rachel Duncan – Committee gave update on mini course enrollment and fundraising goals.

Box Tops- Sharon Leifer – Box Top competition was held in October. Class with the most collected box tops won popsicle party.

SCRIPS – Fundraising program returns for month of November.

Original Works – Nancy Blessing – Display set up in Martha Jones lobby. All ordering was done online this year.

Dining Out – Susan Bunker, Kendra Resha. Dining out fundraisers were held at Orange Leaf in Norwood and Bamboo in Dedham.

Westwood Clothing – order forms were sent home with students to order Westwood Clothing, and a display table and order forms were made available at the Halloween Party.

Halloween Party – Katie Barnicle, Deb Kelly – Halloween Committee gave update on planning for the Halloween Party.

Social/Parents night out- Sue Salvage – Date set for Social/Parents night out party. March 11 at the German Club. This year’s theme is Hawaiian Luau. Each grade will be asked to create a basket with the theme of its choice to be auctioned off at the event.

Overview of Fundraising throughout the year – It was suggested that a letter explaining the all the fundraisers that will be happening during the school year go out to parents in the beginning of the year. Maya Plotkin drafted a letter that will be added to the PTO handbook.