

**Minutes for Feb 2<sup>nd</sup>, 2010**  
**Meeting of the Pompo/Center Support Group (PCSG)**  
**of the Stow Parent Teacher Organization**  
PTO website: [www.stowpto.org](http://www.stowpto.org)

1. **Welcome and Call to Order 7:21pm —Leslie Bell**
2. **Approval of Minutes from the Jan 5<sup>th</sup>, 2009 Meeting – Approved.**
3. **Fundraising report –Kelly Buttiglieri/Dina DeMayo**
  - Green Benefits – all financial items closed after long and disappointing customer relation. Thanks to Kelly for all the efforts to close this!
  - Picnic initial planning in-progress
  - 2<sup>nd</sup> Pie Sale for Easter – plans in-prog; also considering adding Honey Baked Ham gift card sale.
  - Consignment sale of children’s items 3/18-21 at Holiday Inn Boxboro – fund raiser gets percentage of profit (Dina has additional details). People decide if they would like to participate and tag items/boxes as needed prior to drop-off.
  - Innisbrook – Hale did this Fundraiser in Fall ‘09 given Pompo/Center was not using it. Decision made for Pompo/Center to do this again in Fall ’10. Hale will do an on-line sale after this.
  - Lip Sync 2010 – Linda Harmon
    - Thanks to Linda for a pulling off a great event! Linda committed to leading again next year!
    - Collected gross of \$4102.25
    - Photos for Pompo: Linda working details of where to safely/securely make pix available.
    - Center school was filmed in high def in addition to Stow TV.
    - Linda will ask Tracy about automating the sign-up process to be on-line next year if possible.
  - Kelly stepping down after this year – thanks for all the hard work Kelly!
4. **Services Committee — Kathleen Ruslias/Kristen Straub (reporting)**
  - Valentine day gift surprise for staff – wrapping gifts next week for distribution in mail boxes.
  - Staff Appreciation Week scheduled for week of May 3<sup>rd</sup>. Thanks to our coordinators for this year: Maryanne Talpey and Kim Seatter for Center, Kathy Castle and Kathy Flinkstrom for Pompo. 1<sup>st</sup> planning meeting end of Feb/Early March. Also looking to get 3<sup>rd</sup> grade parents involved in Center to seed this for subsequent years.
  - Recruiting for ProjectPrep Coordinators for next year. Youm Kim agreed to be coordinator for Pompo (thanks Youm!). Looking for a Center coordinator.
  - Parent-Teacher Conferences March 4<sup>th</sup> – will contact bakers to coordinate on-the-go snacks.
  - Discussion in-progress with other potential Service Committee leaders for the future.
5. **Arts Buffet Festival (3/27 11am-2pm) – Stacey Almy/Gretchen Hunter**
  - Grant approved for \$425 - congrats! Cannot request every year. Expectation is to be self-sustaining.
  - Started purchasing crafts; project list completed (tile projects will include safety pre-cautions).
  - Flyers going out this week, and received approval for 2<sup>nd</sup> and 3<sup>rd</sup> flyers prior to the event.
  - Pizza will be made available for purchase (from Pappa Ginos) – will acquire food permit.
6. **Arts and Cultural Programming Update--- Maureen Hogan/Karen Ashworth (no report)**
7. **Website- Tracy White Wendland (no report)**
8. **Old Business**
  - Box top Coordinator – Kathy O’Keefe
    - Box tops: 10976 collected against goal of 11840! Need everything in by 2/26/10.
    - Labels: collected 1232 labels.
  - RECESS Partnership (ESBC) – Fund raising for new School. This is now closed. Myie worked this offline (see previous minutes for details). Discussion on potential golf fundraiser joint effort.
  - Family Literacy night: great success! Lin thanked the volunteers, as well as Kristen for coordinating.
9. **New Business:**
  - Organizing and establishing system for chairperson continuity. Suggestions include:
    - Formalizing a ‘shadowing’ role.
    - Documenting guidelines for each area/activity (similar to parent volunteer handbook)
    - Slides on Stow TV; and discussing PTO with in-coming Kindergarten play groups

- Suggestion to use bulletin board for positive thank you to students aligned to school values – requires diligent and willing oversight on teachers’ part. Lin will bring this up in the Responsive Classroom Committee (similar activities completed in the past).

**10. Treasurer’s Update – (Leslie reporting for Debi Estey):** 1-31-10 Treasurer’s Report submitted.

**11. Meeting Schedule** – generally keep to 1<sup>st</sup> Tuesday of month.  
 Remaining Mtgs: March 2, April 6, May 11, June 8 (to leave time for 6/1 allocation mtg).

**12. Adjourn 9:03pm.**

**SPTO Meeting Attendee list 2-2-10**

Stacey Almy
Karen Ashworth
Leslie Bell
Jane Bolinsky
Kelly Buttiglieri
Amy-Jo Conant
Dina DeMayo
Linda Harmon
Gianna Hoban
Angie Hornsten
Gretchen Hunter
Youm Kim
Kathy O’Keefe
Ellen Piccioli
Kristen Straub
Melissa Whalen
Linda Winin
Myie Yvanovich