

Community PTO Meeting Minutes  
October 22, 2024

1. Call Meeting to Order
  
2. Executive Board Report: Jen Pettit & Crystal Soule
  - a. Walk to School event success
    - i. Potential for second event in May
  - b. Trunk or Treat event success
    - i. Over 100 Families attended and 18 trunk donations
    - ii. Thank you to Harry's Caboose, parent donations
  
3. Budget Update: Lynsey Kraemer
  - a. PROFIT HIGHLIGHTS
    - i. PTO dues collected to date - \$2800
    - ii. September Restaurant Night out - \$188
    - iii. Trunk or Treat Profit \$1968
    - iv. Drama Club - \$750 tshirt sales
    - v. 5th Grade Celebration Fund
      1. Carryover of \$4000
      2. PTO Donation \$1000
  - b. SPENDING HIGHLIGHTS
    - i. Books purchased for grades 4 & 5 (Katie Zhao) , \$315
  
4. Principal Report: Mrs Norris
  - a. Thank you to PTO for Trunk or Treat organization
  - b. First field trip - 3rd grade to Plimoth Patuxet and Mayflower
    - i. Thank you to PTO for bus sponsorship
  - c. Back to School Night Fun - Scavenger hunt a nice highlight for kids
  
5. Teacher Report:
  - a. Mrs Leonelli
    - i. Walk to school teacher involvement for next date in May
  - b. Mrs Halley
    - i. Gratitude for books purchased by PTO & Author visit
    - ii. Thank you to Book Rack in Arlington for continued support and overflow donation
    - iii. Anyone looking to donate time to Library, please reach out as volunteers are needed, [elizabethhalley@walthampublicschools.org](mailto:elizabethhalley@walthampublicschools.org)
  
6. Standing Committee Reports
  - a. Restaurant Night Out - Mary Sullivan
    - i. Jake & Joes profit \$188

- ii. Upcoming - Tempo 10/24 Monster Ball
        - 1. Costumes encouraged
        - 2. Full Menu Available
    - b. Visiting Artists
      - i. Deposits made for 2nd and 4th grade visiting artists
    - c. Spiritwear
      - i. More styles to be launched in November
      - ii. Keep in mind for holiday gifts
    - d. Safe Routes to School
      - i. Assessment was made, report is hoped to be received by November meeting, January if not
    - e. 5th Grade Committee
      - i. Fundraiser in January at Tempo (Laura, Jessica)
      - ii. Squares Patriots Game (Sarah) \$330
      - iii. Additional events in works, walk around waltham, class gift, etc
7. Events
- a. Election Day Bake Sale - November 5th
    - i. Sign up Genius to Volunteer Day of
      - 1. Polls open 7am - 8pm,
    - ii. Sign up Genius to Donate Baked Goods, etc
      - 1. Baked goods donations needed!!
        - a. Ideally send items individually wrapped
    - iii. Breakfast, Coffee, Lunch available
    - iv. Raffle - Please keep an eye out in take home folders for Raffle Ticket purchase flyer
  - b. Holiday Shop - December 4-10
    - i. Volunteer opportunities will be available during shop hours
    - ii. Donations for gift wrap and tape needed
  - c. Spring Event Ideas
    - i. Fun Run new ideas
    - ii. Read a thon
    - iii. Spirit Day
    - iv. Movie Night
8. PTO Meeting Schedule
- a. November 19th
  - b. January 21st

MEETING ADJURNED