



Preschool at Wellesley Schools

Dear P.A.W.S.'s Community,

August 2018

On behalf of the P.A.W.S. PTO, we extend a warm welcome to all new and returning families attending our wonderful school! We hope you enjoyed the summer and have been looking forward to the upcoming year.

This summer, we have planned an exciting calendar of events geared towards our mission- supporting the education of children at P.A.W.S. by fostering relationships among the school, parents/caregivers/guardians (families), and teachers. All proceeds from these events go directly to our classrooms and help fund bi-monthly music with the students' favorite, Ken the Music Man; the teacher's discretionary fund, classroom supplies, as well as many family friendly experiences that we will host throughout the year. Attached are the planned events for 2018-2019 school year. The culmination of our fundraising will occur with our largest fundraiser, the Spring Auction. Last year the Spring Auction generated more than \$30,000 for our school.

We look forward to meeting you at this year's orientation and hope you will join us on the P.A.W.S. PTO! There are many ways to become involved- take on one of the open positions on the P.A.W.S. PTO Board, attend meetings to provide input, participate in the events, like us on Facebook, become a room or library coordinator and more. For more information about becoming a room parent, email [paws@paws-ptd.org](mailto:paws@paws-ptd.org). Look at the PTO Board Members and Coordinators for more information on each role in this packet. Any amount of involvement is appreciated.

During our meetings, we provide updates from the school district, discuss upcoming school activities and community needs. Meetings are held once a month in the staff lounge at P.A.W.S. after morning drop-off. This year, we are also happy to invite parents to some evening PTO meetings where they can bring their P.A.W.S. student in PJs to enjoy some activities and snacks in a P.A.W.S. classroom with staff during the meeting. (See calendar for details).

Find us on our website at [paws-ptd.org](http://paws-ptd.org) for events, updates, meeting minutes, registrations and more. We will update the website with important information throughout the year. Also, please make sure you have opted into our weekly newsletter through Powerschool so we can keep you informed about what is new and exciting at P.A.W.S. and in the community.

Upcoming events

\*Thursday, September 6th @ 9 a.m. - 1st PTO Meeting located in the staff lounge at P.A.W.S.

\*Saturday, September 15th - Playdate in the Park @ 9 a.m. at Perrin Park (Thomas Rd. off of Weston Rd)

Warm Regards,

Elizabeth Nelson  
[paws@paws-ptd.org](mailto:paws@paws-ptd.org)  
2018-2019 PTO President



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### P.A.W.S. PTO 2018/19 Annual Appeal

Dear P.A.W.S. Families,

We hope you enjoyed your summer. Each year the P.A.W.S. Parent Teacher Organization (PTO) asks for a contribution to assist in the costs for programs supported by the PTO.

**Our goal is for every P.A.W.S. family to contribute to our annual appeal.**

The PTO spends approximately **\$160** per child to provide enriching and educational services throughout the school year, which is an increased amount from the previous year. **We are suggesting a tax deductible contribution of \$30/child this year.**

This is a suggested amount but we will gratefully accept any amount you can contribute if you can contribute.

This year, we are introducing the following **Donor Packages** for families

<b>Diamond Benefits (\$500+)</b>	<b>Gold Benefits (\$250-499)</b>	<b>Silver Benefits (\$100 - 249)</b>
P.A.W.S. car magnet	P.A.W.S. car magnet	P.A.W.S. car magnet
8 P.A.W.S. Tattoos	8 P.A.W.S. Tattoos	4 P.A.W.S. Tattoos
2 Reusable Snack Bags	1 Reusable Snack Bags	
P.A.W.S. Push Snack Container		

### **Why should I contribute to the P.A.W.S PTO Annual Appeal?**

There are many great reasons.

1. Your child benefits – Ken the Music Man, Library books, carnivals, and much more!
2. You benefit – the PTO supports several parent and community activities during the year.
3. The higher the participation rate and funds collected, the fewer fundraisers during the year.
4. Looking for a tax deduction? The P.A.W.S. PTO is a Massachusetts “public charity” [501(c)(3)] organization and charitable contributions to it are deductible within the limits of the law.



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**Why do we need to raise more money?**

Funding for PTO supported activities comes from both the PTO annual appeal and the auction and supplemented by smaller fundraising events during the year as necessary.

**It's easy to make a contribution.**

Send your contribution (checks payable to "P.A.W.S. PTO") and the form below to school. Donate online through our PayPal account – visit the P.A.W.S. PTO website (paws-pto.org) and click on "Support P.A.W.S."

**How else can I support the P.A.W.S. PTO?**

- Check with your employer about matching funds. It's an easy way to generate more money to benefit our children.
- Donate your time. You'll hear about many volunteer opportunities, such as chairing an event, serving on a committee, acting as a room parent, helping in the classrooms, and much more.
- Shop using AmazonSmile - we are a recognized charity through Amazon's program.

Your donation and participation in the PTO is very important. Please email us with any questions. We thank you in advance for your participation and all the work you do for the PTO and our children.

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Name \_\_\_\_\_ Child's Name \_\_\_\_\_

Email Addresses \_\_\_\_\_ & \_\_\_\_\_

Yes, we would like to contribute to the P.A.W.S. PTO (include patron levels)

\$30\_\_\_ \$100 (Silver) \_\_\_ \$250 (Gold)\_\_\_ \$500 (Diamond)\_\_\_ Other \_\_\_\_\_

Yes, please contact me about the following volunteer opportunities with the PTO

Board positions \_\_\_\_\_ Room Parent:\_\_\_\_\_ Library Parent:\_\_\_\_\_ Other \_\_\_\_\_

We would like to opt in to receive emails to the following email address(es)\_\_\_\_\_



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This school year, we'd like to engage with our families with a number of events we have planned throughout the school year. See the calendar below for our proposed events and activities. We feel strongly about the friendships there are to be made in our school community and look forward to getting to know many of you! Please feel free to reach out to us - especially if you are new and would like to get involved, or just to meet some friendly faces.

## Calendar of Events

(\*weather dependent)

Event/Activity	Date/Location	Details
P.A.W.S. in the Park (family)	*Saturday, September 15th, 2018 at Perrin Park (99 Thomas Rd, Wellesley) between 9:00 - 11:00 a.m.	Bring the whole family for a playdate at Perrin Park. A great opportunity to hear more about the PTO and how we support P.A.W.S. Enjoy coffee and donuts.
Fall Book Fair	October 23rd - 26th, 2018	Week-long Scholastic book fair set up in the P.A.W.S lobby. Cash, check and credit card accepted. Donations for classroom books and student books appreciated!
PJ's and PTO	Wednesday, October 24th, 2018 from 6:00 - 7:30 p.m.	Join us for a PTO meeting while your P.A.W.S. student enjoys activities and snacks in their PJ's with staff. Our book fair will also be open for shopping with your student!
P.A.W.S. Winter Traditions Night (family)	December 7th, 2018 @ 6:00 - 8:00 p.m.	Explore holiday and winter traditions along with culinary delights showcasing the wide range of cultures represented by our P.A.W.S. families. We will also be adopting local families with our "mitten tree" where families can select gift ideas to donate to Wellesley families in need during the holidays. We are a peanut free facility and request no food items containing peanuts be brought for this event. Return your child's decorated luminary bag with a \$10 donation to light up the way.
Winter Carnival (family)	Sunday, January 27th 2019 from 10:00 -12:00 p.m. location TBD	Join P.A.W.S. families for a fun filled morning at our annual winter carnival. There will be games, face painting, prizes, our annual raffle and much more!

# PAWS

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Spring Auction - A Night Out (parents)	April 2018 - <b>Date/Time TBA</b>	Join us for a fun night of food, festivities and fundraising! Invite your friends, neighbors and anyone that wants to come out for a great time and help us raise money for great cause. All proceeds from the auction benefit the wonderful enrichment programs at P.A.W.S. Ticket prices TBD.
End of Year Picnic (family)	Tuesday, June 11th, 2019 @ 5:30 p.m. at the Fiske playground	Bring the entire family and a picnic for a fun evening of "Ken the Music Man" and popsicle treats to celebrate the end of the school year.
EOY Teacher Appreciation Luncheon	Wednesday, June 12th, 2019 in the P.A.W.S staff lounge @ 12:00 p.m.	Parent organized teacher's luncheon for the educators and staff at P.A.W.S to show our appreciation for all they do for our children throughout the year! Serves more than 40 P.A.W.S. Staff Members.

## Monthly Dates to Remember:

**Coffee with 'Becca** - One Friday every Month starting in October.

**California Pizza Kitchen Nights** - Bring in our P.A.W.S. flyer to CPK (dine in or take-out) and 20% of your check will be donated back to P.A.W.S. Dates TBA throughout school year.



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## 2018 - 2019 PTO Board Positions and Coordinators

ROLE	DESCRIPTION	TIME COMMITMENT
<b>PRESIDENT:</b> Elizabeth Nelson	Presides at PTO meetings; Provides support to all other PTO members; Serves as a senior P.A.W.S representative at Central Council of PTOs; Acts as a liaison to the administration; Serves as a spokesperson for the PTO.	Weekly
<b>BOARD ADVISORS:</b> Megan LeBlanc Rose Nolan	Supports PTO and the PTO Board.	Monthly guidance
<b>VICE PRESIDENT:</b> <b>**Open**</b>	Performs duties of the President in his/her absence; Serves as a P.A.W.S representative at Central Council of PTOs; Oversees all in-school committees; Oversees fundraising efforts in conjunction with individual fundraisers.	Bi-monthly/Weekly communication with president/members
<b>TREASURER:</b> Nicole Martinez	Collects dues and monetary donations to the PTOs; Keeps records of cash receipts and disbursements; Reports financial status to the PTO Board monthly; Disburses funds at the discretion of the board; Files nonprofit income tax form with the IRS (if necessary); Serves as the Treasurer for all school fundraising events.	Bi-monthly/Monthly communication with PTO members; Attends meetings
<b>FUNDRAISING CO-CHAIRS:</b> <b>**Open**</b> Nicole Martinez	Participates in the annual auction fundraiser including theme development, food/beverage/decor arrangements, ticket sales, publicity, entertainment, and solicitation through sub committees. Responsible for development and implementation of fundraising events through school year.	Monthly
<b>NEWSLETTER &amp; WEB EDITOR:</b> <b>**Open**</b> Elizabeth Nelson	Edits content on P.A.W.S Facebook page, P.A.W.S web page, and sends out weekly newsletter.	Monthly

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<p><b>PAC REPRESENTATIVE:</b> Rose Nolan</p>	<p>Represents P.A.W.S and its' students at monthly Wellesley PAC (Parent Advisory Council) meetings; Distributes information to P.A.W.S families about PAC meetings, lectures, and special events; Distributes local and state policy information concerning children with special needs and learning disabilities.</p>	<p>Monthly Meetings; Attends PTO meetings to report back to P.A.W.S.</p>
<p><b>SCHOOL PICTURE COORDINATOR:</b> <b>**Open**</b> Rose Nolan</p>	<p>Contracts and communicates with school photographer before picture day; Recruits parent volunteers; Present during picture day; Coordinates class scheduling of pictures. Assembles photos of each student for EOY class books.</p>	<p>Coordinates month/day of photos; Monthly updates on yearbook</p>
<p><b>GARDEN COORDINATOR:</b> <b>**Open**</b></p>	<p>Organizes volunteer gardening crews as necessary; Coordinates planting on school grounds; Fills sandbox when necessary.</p>	<p>One week in Spring</p>
<p><b>LIBRARY COORDINATOR:</b> Garima Rana</p>	<p>Coordinates a volunteer schedule to organize and maintain the P.A.W.S lending library.</p>	<p>Monthly</p>
<p><b>LIBRARY VOLUNTEERS:</b> <b>**Open**</b></p>	<p>Helps organize and maintain the P.A.W.S lending library. Go into classrooms on library days. Email PAWS PTO for more information-paws@paws-pto.org.</p>	<p>Bi Monthly</p>
<p><b>ROOM PARENT COORDINATOR:</b> <b>**Open**</b></p>	<p>Coordinates room parents for each class; Hosts orientation coffee in early September for room parents at P.A.W.S. Leads timeline and deliverables for auction baskets.</p>	<p>Monthly</p>
<p><b>ROOM PAREN:</b> <b>**Open for all classes**</b></p>	<p>There ideally 3 room parents per class room. Please contact paws@paws-pto.org if you would like to be a room parent. A room parent coordinates between a class room teacher and the P.A.W.S parents of that class. He or she also informs parents about updates on class matters like play dates and fundraising and finding library parents for their class room and volunteers for fun classroom events like mystery parent readers</p>	<p>Monthly</p>



# PAWS

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<b>TILE/FINGERPRINT PLATE COORDINATOR:</b> <b>**Open**</b> (with help from previous coordinator)	Coordinates painting of ceramic tiles by graduating students (May); Coordinates mounting of tiles in the P.A.W.S entryway at the end of the school year. Designs and creates each class fingerprint plate for the Spring Auction.	Plates arranged/made in Feb/March; Tiles in May
<b>COMMITTEE 21 REPRESENTATIVE:</b> <b>**Open**</b>	P.A.W.S representative to Committee 21, which disseminates information pertinent to the Wellesley Public Schools; Attends C21 meetings; Reports back to the PTO; Disseminates information via print and email to the P.A.W.S parent community.	Monthly
<b>BOOK FAIR COORDINATOR:</b> <b>**Open**</b> Megan LeBlanc (advisor)	Coordinates the annual or bi-annual book fair at P.A.W.S; Organizes volunteers during the fair.	One week in October