



Dear Coffin Gerry Families,

Welcome to the new school year! Whether you are a returning family, or new to Coffin Gerry, we invite you to join us in what promises to be year filled with learning, growth, new experiences and opportunities for our children.

### **WHO WE ARE**

The PTO is made up of a group of dedicated, hard-working, positive CGS parents who volunteer to help provide the best possible educational experience for our children. We are not a membership organization that you have to join; all CGS parents are members simply by having a child at Coffin or Gerry schools. There are many ways to participate and we encourage you to **get involved in any and all ways** that best suit your schedule.

The CGS PTO is comprised of our board and several sub-committees:

- |                        |                              |                             |                       |
|------------------------|------------------------------|-----------------------------|-----------------------|
| 1. Welcome Back Social | 6. Spring Event              | 10. Directory               | 15. Original Artworks |
| 2. Monster Mash        | 7. Teacher & Staff Luncheons | 11. Sponsorship / Donations | 16. SchoolKidz        |
| 3. Holiday Shop        | 8. Red Sox Night             | 12. Newsletter              | 17. Yearbook          |
| 4. Talent Show         | 9. Moving On                 | 13. Website                 | 18. Magic Hat         |
| 5. Ice Skating         |                              | 14. Enrichment              |                       |

### **WHAT WE HAVE ACCOMPLISHED**

This past year the Magic Hat thrift shop brought in \$23,057. These funds go directly to enrichment programs, which bring quality programs to the schools that complement the students' curriculum such as the Marionettes, Art Quest, and Mass Audubon.

Our spring event and silent auction raised \$9,978 last year while Original Artworks brought in \$3,145. Through fundraisers like these, and with your support, we work to fulfill needs identified by the administration and staff. Some of the many enhancements we have been able to bring to CGS include, coordinating SchoolKidz and supervising the upkeep and on-going improvement of the schools' grounds, play area and safety including the purchase of 25 walkie talkies and keycard entry systems for the schools. To improve technology we have purchased items such as SmartBoards, laptops, and most recently the purchase of 30 iPads.

## WHAT YOU CAN DO

Please take a minute to read through the following material for details on our events and committees as well as important dates for the year.

- Volunteer Opportunities – There are many ways to volunteer for ongoing committees, as well as working on one-time events. Please look over the attached list of committees and consider volunteering for at least one event or activity. We really need your help! If interested in volunteering, please send an email to [coffingerrypto@gmail.com](mailto:coffingerrypto@gmail.com).
- PTO Meetings – The PTO meets approximately every two months and meetings are open to all. Younger siblings are always welcome, so please don't hesitate to have them accompany you. Attending a meeting does not mean that we will ask you to do additional volunteer work. We invite you to attend the meetings, get involved, share your thoughts and connect with other Coffin Gerry families.
- PTO Contribution Drive – We kick off our school year with a donation drive. This drive helps fund essential programs and assures that our teachers have what they need to work productively with our children while building the foundation of our annual fundraising.
- Coffin Gerry PTO Directory – We are going digital! All Coffin Gerry families will have access to an online directory as a courtesy. Parents find this to be a great resource for seeing class rosters, arranging playdates, carpooling, etc. Please enter your information electronically at [join.myschoolanywhere.com](http://join.myschoolanywhere.com) and enter code **CoffinGerry** to be included in this wonderful resource.

Thank you to all returning families who have provided their support (through donations or volunteerism) in the past. We look forward to working with you and our new families in the coming year. Your comments, thoughts and ideas are always welcomed and encouraged. As PTO members, you are key to our success and accomplishments.

Best wishes for a happy and fulfilling school year!

### The 2016-2017 Coffin Gerry PTO Board

#### Presidents:

Julie Gaunt [juliedgaunt@gmail.com](mailto:juliedgaunt@gmail.com)

Kim Day [kimberlyday@gmail.com](mailto:kimberlyday@gmail.com)

#### Vice Presidents:

Cesca Morgan [cesca.morgan@gmail.com](mailto:cesca.morgan@gmail.com)

Donna Weiner [dmweiner1@yahoo.com](mailto:dmweiner1@yahoo.com)

Emily Barron [barrone@gmail.com](mailto:barrone@gmail.com)

#### Secretaries:

Jess Benedetto [jessbenedetto@gmail.com](mailto:jessbenedetto@gmail.com)

Julie Pitt [jajpitt@gmail.com](mailto:jajpitt@gmail.com)

#### Treasurers:

Stephanie Franklin [ssturiale@hotmail.com](mailto:ssturiale@hotmail.com)

Kate Schmeckpeper

[kate.schmeckpeper@gmail.com](mailto:kate.schmeckpeper@gmail.com)

# Coffin Gerry PTO Committees and Events

## 2016-2017

We encourage parents to get involved in any and all ways that best suit your schedule. The blanks (\_\_\_\_\_) indicate where we have a need. Even if you can't co-chair a committee we still need people to help. To join a committee, please send an email to [coffingerrypto@gmail.com](mailto:coffingerrypto@gmail.com).

### EVENTS

#### **COFFIN AND GERRY WELCOME BACK SOCIALS (Early September)**

**Chairpersons: Coffin – Kim Day / Gerry – Emily Barron and Julie Pitt**

What better way to kick off the school year than by sharing donuts / popsicles with friends on the schools' playgrounds. This is a great way for the children and families to catch up with friends and meet classmates for the new school year. Volunteers help purchase items for event, assist with set up and clean up as well as at the event.

#### **MONSTER MASH (October 21)**

**Chairperson: Emily Barron / Assistant Chair: Audrey deRosa**

This much-loved, annual Halloween carnival is held at the Coffin School and includes a fabulous haunted house, pony rides, crafts, pizza, and much more! MANY volunteers are needed throughout the day, during the event and afterwards.

#### **HOLIDAY SHOP (December)**

**Chairperson: Cesca Morgan / Assistant Chair: Chrissty Honos**

The Holiday Shop gives children the opportunity to experience the gift of giving. This one day event provides the children with an affordable and fun way to shop for family and friends and allows them to give a gift to someone they love. Volunteers help collect and sort donations, create crafts to sell, help set up the event, work at the shop, assist with clean up.

#### **TALENT SHOW (January)**

**Chairperson: Katie Machado / Assistant Chair: Michelle Weed**

This biennial event held at the Vet's Middle School PAC is a great way for kids to show off what they love. Acts run the gamut from signing to gymnastics to instrumentals to skits to poetry, you name it and we have it. Volunteers are needed to help organize and run rehearsals, develop the program, assist backstage at the dress rehearsal and the night of the event.

#### **ICE SKATING EVENT (January or March)**

**Chairperson: \_\_\_\_\_ / Assistant Chair: \_\_\_\_\_**

Kids and their parents enjoy a fun afternoon at Connery Skating Rink in Lynn. This event is held on a district half day. Volunteers help communicate details to the CGS community and organize a bake sale for the event.

### **SPRING EVENT (April)**

**Chairperson: Emily Barron / Assistant Chair: \_\_\_\_\_**

This event is a fundraiser combined with a fun night out for all our Coffin Gerry parents. It consists of a silent auction and is one of our biggest and most exciting fundraisers. Volunteers help solicit auction items, develop a theme, decorations, set up, clean up and much more.

### **TEACHER AND STAFF APPRECIATION LUNCHEONS (May)**

**Chairpersons: Maureen Larco and Suzanne Salem**

Where would we be without our amazing Coffin Gerry teachers and staff?! Each year we host a luncheon at each school as our way of saying thank you for everything they do each and every day. Volunteers make or donate food, help with decorations, volunteer in the classrooms and offices so the teachers and staff can attend the luncheon, and assist with set up and clean up.

### **REDSOX NIGHT (June)**

**Chairperson: Suzanne Salem**

Our annual evening at Fenway. The PTO gets a block of tickets so families from the CGS community can purchase them and take in a game together on Red Sox School Night.

### **MOVING ON 3rd GRADE (June)**

**Chairpersons: Donna Weiner and Cesca Morgan**

'Moving On' is our third-graders' celebration for completing their final year at Coffin. A committee is needed to help plan this milestone event.

## **PROGRAMS**

### **DIRECTORY (August-September)**

**Chairperson: Julie Gaunt / Assistant Chair: Cate Mundo**

All Marblehead Public School PTOs have moved to an online directory service, [myschoolanywhere.com](http://myschoolanywhere.com). Chairs send out communications to new and returning students about how to sign up and use the directory. Volunteers are needed to maintain our account, answer questions and make sure our CGS community utilizes this fantastic resource.

### **YEARBOOK (Ongoing)**

**Chairperson: Lota Rogers / Assistant Chair: Dorothy Carlson**

The Yearbook Committee is a group of parents that create an adorable keepsake yearbook available for each student to purchase in the spring. The book consists of multiple pictures of every child in the school and is a wonderful exhibit of your child's year at a glance. The committee is active all year long and has some members taking photos of class events, field trips, CGS Pride activities and other members are actively involved in community outreach for advertisements. Finally the group works to edit and put it all together. We really need parents to take pictures at events this year so if this is of interest to you please let us know.

## **SPONSORSHIP/DONATIONS (September-October)**

**Chairperson:** \_\_\_\_\_ / **Assistant Chair:** \_\_\_\_\_

The Yearbook wouldn't be possible without the generous participation of local businesses that support our schools by purchasing ad space in the yearbook each year. Some local businesses prefer to support us by donating gift cards to be used at our silent auction in the spring. This committee is responsible for organizing outreach to local businesses for donations, tracking donations and thanking businesses for their support.

## **NEWSLETTER/COMMUNICATIONS (Ongoing)**

**Chairpersons:** **Jess Benedetto and Julie Pitt**

Responsible for sending our electronic newsletter to CGS community with updates and reminders as well as promote upcoming events.

## **WEBSITE (Ongoing)**

**Chairperson:** \_\_\_\_\_ / **Assistant Chair:** **Jen Buchhalter**

Update and maintain the Coffin Gerry PTO website with the latest meeting notes, flyers, calendar as well as updates on how to get involved.

## **MAGIC HAT (Ongoing)**

**Chairperson:** **Jackie Callori** / **Assistant Chair:** **Kate Dulac**

Magic Hat is a volunteer run thrift shop located at the MHD middle school, staffed by volunteers from the six MHD public schools. The proceeds from the shop are distributed to the district PTOs based on each school's volunteer hours. The chairs organize the schedule for the CGS assigned weeks and acts as the liaison between Magic Hat and the PTO. Be on the lookout for sign-up emails for Magic Hat volunteer opportunities.

## **ENRICHMENT (Ongoing)**

**Chairperson:** **Melissa Gallo** / **Assistant Chairs:** **Katie Cooper, Katie Machado**

An integral part of the CGS community, the enrichment committee is responsible for researching, choosing and implementing enrichment program to benefits students in all grades. Programs bring music, art, authors, and poets, science, health and fitness programs into the classroom and are intended to complement students' curriculum.

## **ORIGINAL WORKS OF ART (February)**

**Chairperson:** **Andrea Downey** / **Assistant Chair:** **Molly Gerson**

Your child's artwork will be placed on products (that you will choose) for you and your family to wear and share. The committee organizes and communicates ordering information, collects and organizes payments as well as distributes orders upon arrival.

## **SCHOOLKIDZ (April and August)**

**Chairperson(s):** \_\_\_\_\_ / **Assistant Chair:** **Kim Day**

SchoolKidz is a program run by Staples where parents can order their child's school supplies online in the spring to have them delivered to their desks for the first day of school in the fall. The chair acts as the liaison between Staples, the CGS teachers and the PTO. They coordinate the grade supply lists, distribute ordering information and arrange shipping and classroom distribution.

# Corporate Programs to Support our Schools

## **BOX TOPS FOR EDUCATION**

Chairperson: Open

This is a very simple program. Two to three times a year, box tops are sorted, bundled and sent to General Mills. The school receives 10 cents per box top, which adds up quickly! This is a do-at-home project requiring a nominal commitment of time. Don't forget we can also earn Box Tops while shopping online! Just go to [www.boxtops4education.com](http://www.boxtops4education.com) and sign up the Coffin/Gerry Schools as your school of choice. Coffin Gerry will get a percentage of each qualifying purchase.

## **TARGET'S "TAKE CHARGE OF EDUCATION"**

Did you know there is an easy way to help us raise money for our school - for books, reading programs and anything else that can use extra funding? Take Charge of Education helps our school right now. Here's how it works: Visit [Target.com/tcoe](http://Target.com/tcoe) or call 1-800-316-6142 to designate our school, then use your REDcard whenever you shop. When you use your REDcard (Target Credit Card, Target Debit Card or Target Visa Credit Card), Target will donate up to 1% of your purchases to the eligible K-12 school of your choice. Learn more at [Target.com/redcard](http://Target.com/redcard) or stop in a Target store to apply. Grandparents, alumni, friends and neighbors are all welcome to participate in the program. The more people we involve, the harder the program works for our school. If you're already participating, thank you!

Check out our school's progress anytime at [Target.com/tcoe](http://Target.com/tcoe).

## **STOP & SHOP A+ SCHOOL REWARDS**

Rewards are points that accrue with each purchase using your Stop & Shop Card. (Please note: Gift cards, pharmacy, gas, alcohol and/or cigarette purchases are excluded from accruing points.) At the end of each month, the A+ School Rewards are used in a calculation to determine our school's cash total, which, then, is automatically credited to our school's account. Stop & Shop customers can support up to three schools.

## **AMAZON SMILE**

Do you shop on Amazon? Commit to log in via Amazon Smile every time - by doing so, Coffin Gerry PTO will receive 0.5% of eligible purchases. It's super easy, simply visit [www.smile.amazon](http://www.smile.amazon) and register to support Coffin Gerry School Parent Teacher Organization, Inc.

Did we forget something? Have a great idea? Email Us!



## Important Dates 2016-2017

### September:

Th, 9/15 CGS Open House

Th, 9/29 General Meeting; 7:30pm @ Boston Yacht Club

### October:

F, 10/21 Monster Mash

### November:

W, 11/16 General Meeting; 8:30am @ Gerry Art room

### December:

F, 12/9 Holiday Shop

### January:

TBD Ice Skating Event

Th, 1/12 General Meeting; 8:30am @ Coffin Library

Th, 1/19 Talent Show

### March:

W, 3/22 General Meeting; 7:30pm @ Boston Yacht Club

### May:

TBD Teacher Appreciation Coffin (can't be set until PARCC dates announced)

TBD Teacher Appreciation Gerry

Th, 5/18 General Meeting; 8:30am @ Coffin Library

TBD SchoolKidz

### June:

TBD Moving On

TBD Red Sox

TBD Original Artworks

\*Be alert for updates as dates and times are subject to change.

*Please email us at [coffingerryppto@gmail.com](mailto:coffingerryppto@gmail.com) with any questions and don't forget to follow us on Facebook at Coffin Gerry PTO.*



## Coffin Gerry PTO Contribution / Volunteer Drive

As we start a new school year, your Coffin Gerry PTO needs your support. Traditionally we request support throughout the year in the form of volunteerism. Our annual fundraisers are important initiatives that help to underwrite a variety of programs at our schools. The PTO currently has several fundraisers planned, some examples include:

- 1) The "back-to-school" Contribution Drive (the only fundraiser from which we can send 100% of the funds collected directly into our classrooms, special enrichment and other programs)
- 2) Spring Auction
- 3) Original Artworks

Some members of our community choose to participate with regular support of our programs throughout the year. Others prefer to focus on a single event or fundraiser or Magic Hat volunteerism. Any and all PTO support enhances our Coffin Gerry District and is appreciated by the school community. We are all volunteers. Please give as generously as you are able.

**Please complete one form per family and return to school by Friday, September 30th.**  
**Checks should be made payable to the "Coffin Gerry PTO".**

Please check one:

- Benefactor \$200  
 Supporter \$75  
 Contributor \$50  
 Other \$ \_\_\_\_\_

Amount Enclosed: \$ \_\_\_\_\_ Check number: \_\_\_\_\_

Please provide the information below to record your contribution. Donation amounts will not, under any circumstances, be made public.

Parent's Names: \_\_\_\_\_

Child's/Children's Name(s) & School (s) \_\_\_\_\_

If you are able to volunteer your time please fill out the following information and someone will contact you shortly.

Name: \_\_\_\_\_

Committee Choice/special talent: \_\_\_\_\_

Cell Phone/Email: \_\_\_\_\_

The Coffin Gerry School Parent Teacher Organization, Inc. is a 501(c)(3) not-for-profit organization, federal tax ID # 46-2154519. No goods or services will be provided in exchange for your donation.