



www.enfieldschools.org

Henry Barnard Elementary School
2009-2010
PTO Handbook



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Dear Parents, Caregivers, Teachers & Students,

On behalf of the Henry Barnard PTO, I would like to welcome you back for the 2009-2010 school year. For those of you who are not familiar with us, let me tell you who we are and what we do!

Henry Barnard PTO's mission is to offer a forum for parents, caregivers, teachers and administrators to communicate and work together as a team, so that we can provide support to all Henry Barnard students, through educational opportunities and enrichment experiences.

We accomplish our mission by:

1. coordinating volunteers to participate in the various programs and activities that our school offers.
2. raising funds to help our school purchase items it would otherwise do without, such as playground equipment and library books.
3. sponsoring events that are fun and educational for our students.

We are also excited to offer two new programs this year, a fundraiser buyout and the volunteer program "2-hour Power Pledge". Detailed information on each of these will be provided separately.

Please take a few minutes to read over the information included in this handbook. You may reach out to any of our board members with any questions or suggestions you may have. We would also love to see you at our monthly meetings

Erin Ciechowski

President, Henry Barnard PTO

3. Target Take Charge of Education:



Enroll your Target® Visa® or Target® Card, and a percentage of the amount of each purchase you make goes back to our school in the form of a cash donation from Target twice a year.

www.target.com/tcoe

or call 1.800.316.6142, School code # 38668

4. Shaw's Community Rewards:

Register your Shaw's card and earn money for our school when you shop on Tuesday, Wednesday, and Thursday.

www.albertsons.com/cp/shaws/

5. Office Depot 5% Back to Schools:

Every time you shop at Office Depot, mention that you want Henry Barnard to get credit for your purchase. We will receive credit equal to 5% of the qualifying purchases to use for FREE SUPPLIES!

School ID #70018974

www.officedepot.com

or call 1-800-GO-DEPOT

6. Join the 2-hour Power Pledge:

Volunteer 2 hours of your time this school year. Fill out the Power Pledge form that will be sent home separately and we will match your skills and availability to the many volunteer opportunities at our school!

We can't do it without your help!

HELP THE PTO AT NO EXTRA COST TO YOU!

Please look through this list to see how you can help.

1. **Box Tops for Education:**

Clip these from hundreds of items you purchase all of the time and send them in to us! Our coordinator, Susan Hart was busy last year sending in enough



box tops to earn us over \$1,900! You can also check the website daily to enter and win more Box Tops for our

school.

www.btfe.com

2. **Big Y Education Express:**

Register your Big Y card online or at your local Big Y store and designate Henry Barnard as your school of choice. Every time you purchase an item that earns education express points, Henry Barnard is one step closer to receiving new equipment and supplies. We were able to purchase a new overhead projector last year with all the points earned for us! Friends and family can help us too by registering their cards and selecting Henry Barnard as their school of choice.

www.bigy.com

2009-2010 PTO Executive Board

President

Erin Ciechowski 413-530-1118

Vice President

Malissa Griffith 741-3122

Vice President of Ways and Means

Shawn Gorman 741-7195

Treasurer

David Ciechowski 413-537-5259

Recording Secretary

Erin Tyler 265-2468

Corresponding Secretary

Linda Suleski 741-6775

Current Committees

1. **Box Tops Program** - Collects and submits Box Tops.

Current Chair: Susan Hart susanh_5@yahoo.com

2. **Family Day** – Coordinates volunteers for Henry Barnard’s activities at this family event held at the town green.

Current Chair: Lisa Musco

3. **Scholarship Committee** – Judges college scholarship applications of former Henry Barnard students.

Current Chair: Erin Tyler

4. **Cultural Programs** – Coordinates curriculum related programs for the students and helps on the day of scheduled event. Usually 2-3 events a year.

Current Chair: OPEN – contact a board member if you are interested!

PTO Meetings

Meetings for the 2009-2010 school year will begin in September and continue to be held through June. A list of our meetings is as follows (subject to change):

<i>September</i>	Wed.	9/16
<i>October</i>	Wed.	10/14
<i>November</i>	Thur.	11/12
<i>December</i>	No Meeting	
<i>January</i>	Wed.	1/13
<i>February</i>	Wed.	2/10
<i>March</i>	Wed.	3/10
<i>April</i>	Wed.	4/7
<i>May</i>	Wed.	5/12
<i>June</i>	Wed.	6/2

All meetings begin promptly at 7:00 P.M. and are held in the Barnard library.

Reminder announcements will be listed in the PTO Newsletter and sent home with students.

Children are always welcome!

Tentative Event Calendar

September:

16th - Pie & cookie dough fundraiser begins
20th - Family Day (Town Green)

October:

2nd through the 8th - Book Fair
8th - Family night w/dinner & activities
18th - Jack o'Lantern Festival

November:

3rd - Election Day bake sale
10th - Pie & cookie dough delivery
17th through the 20th - Teacher conferences
17th - Teacher's dinner

December: enjoy your families!

January:

22nd - Barnard family movie night w/dinner

February:

19th - Bingo night w/dinner

March: CMT's

April:

12th through the 16th - Book Fair
16th - Ice Cream Social

May:

5th - Teacher appreciation luncheon

Note: All events are subject to change