



# Welcome to the 2016-2017 School Year!

This packet contains your introductory PTO information. We know how overwhelming all of the paperwork can be at the beginning of the year, so we have tried to organize everything for you in one handy packet.

\*\*\*\*\* Please complete and return the last 3 pages to your child's teacher. \*\*\*\*\*

Please look for these purple PTO papers in your child's book bag throughout the year. You can also look forward to our continued efforts with electronic communication.

We are excited about the fabulous year ahead!

## Your 2016-2017 Melridge PTO Board:

- President: **Kelly Flenner**, mom of a fourth grader & twin second graders
- Vice Presidents: **Natalie Rosemier**, mom of a third grader and sixth grader
- Secretary: **Lindsay Busch**, mom of a second grader, sixth grader, and seventh grader
- Treasurer: **Melissa Hopper**, mom of a third grader and first grader

See below for all the ways to contact us 24/7. We hope to hear from you soon!



[www.facebook.com/melridge.pto](http://www.facebook.com/melridge.pto)



[melridgepto@gmail.com](mailto:melridgepto@gmail.com)



[www.melridgepto.yolasite.com](http://www.melridgepto.yolasite.com)



(440)296-3101

## About the PTO

The Melridge PTO is an organization that partners parents and teachers in an effort to enhance our children's educational and social experience at Melridge School. Thanks to the overwhelming support of Melridge families, the PTO is able to provide funds for assemblies, transportation for field trips, instructional materials, teacher allowances, scholarships and more.

### Meetings

All monthly meetings are held on the \*2nd Monday of each month at 7:00 p.m. in the Melridge Library.

- September 12th
- October 10th
- November 14th
- January 9th
- February 13th
- March 13th
- April 10th
- May 8th



We understand the time constraints of busy moms and dads. Meetings are not a requirement of membership, but they do offer one way for you to be involved, share ideas, and vote on PTO issues that impact your child. **FREE childcare is offered in the Art Room for each meeting.**

All PTO Meeting Minutes are posted on our website so you can stay informed if you are unable to attend. Check it out at <http://melridgepto.yolasite.com/meetings>

### Lead Homeroom Parents & Classroom Party Information:

Included in this packet is a form to sign up to be a Lead Homeroom parent or sign up to help or donate supplies for the classroom parties.

**Courtney Urban and Missy Moore** are our **Lead Homeroom Coordinators** this year and will be the main contact for our Lead Homeroom parents this year.

### Melridge Student Directory:

Included in this packet is a form to fill out to be included in the Melridge Directory. The directory is a great tool for parents to contact other parents throughout the school year as needed. The directory is completely optional as to what you want listed but each child's name will be listed for each class.

**Susan Dolce** is our **Student Directory Coordinator** this year.

## Events

- Kick off Carnival.....September 23<sup>rd</sup>  
6:00 – 9:00 pm
- Pizza Bingo .....November 18<sup>th</sup>  
Riverside HS Cafeteria
- Holiday Shop.....December 7<sup>th</sup> – 9<sup>th</sup>
- Barnes & Noble Book Fair .....December 9<sup>th</sup>
- Winter Classroom Parties .....December 21<sup>st</sup>
- Mother/Son Dance .....January 27<sup>th</sup>
- Melridge night at Kalahari ..... February 5<sup>th</sup>
- Classroom Valentine Parties .....February 14<sup>th</sup>
- Father/Daughter Dance ..... February 17<sup>th</sup>
- Adult Social..... March 10<sup>th</sup>  
\*tentative  
Venue TBD
- Roller Skating Parties.....October 6<sup>th</sup>  
April 13<sup>th</sup>  
6:30 – 8:30 pm  
City Skate Center
- Spring Book Fair .....May 1-5<sup>th</sup>  
& Teacher Appreciation Week
- Field Day .....May 30<sup>th</sup>
- 5<sup>th</sup> Grade Picnic .....June 2, 2016  
Outdoor YMCA

## Pastries with Parents

Melridge PTO is excited to offer the “Pastries with Parents” program for the 2016-2017 school year! **Thank you** for your membership and support which makes these **FREE** events possible.

All events will begin at 8:30 in the Melridge Gym and end at the 8:50 bell. Sign up forms will come home two weeks prior to each event:

### 2016-2017 Pastries with Parents:

- Kindergarten - Friday, October 21, 2016
- 1<sup>st</sup> Grade – Friday, September 30, 2016
- 2<sup>nd</sup> Grade – Friday, January 13, 2017
- 3<sup>rd</sup> Grade – Friday, March 24, 2017
- 4<sup>th</sup> Grade – Friday, December 9, 2016
- 5<sup>th</sup> Grade – Friday, November 18, 2016

## Reverse Raffle/Adult Social

Melridge PTO is looking for volunteers to be on this year’s Adult Social planning committee. We would like to take a break from our traditional Reverse Raffle and, instead, host an Adult Social fundraiser. We have tentatively scheduled this for March 10, 2017. We are in the process of looking for a new venue. Unfortunately, due to rising costs, we are unable to go back to LaMalfa this year without having to up our ticket costs significantly. If you have any suggestions on a venue location and ideas and want to be part of the committee, please contact us at [melridgepto@gmail.com](mailto:melridgepto@gmail.com). Thank you!

## Pizza Bingo

We are looking for chairperson(s) for this year’s Pizza Bingo event to be held on 11/18 in the RHS Cafeteria. Please contact us at [melridgepto@gmail.com](mailto:melridgepto@gmail.com) if you can help. Thank you!

## YOU Can Help!

Thanks to the overwhelming support of Melridge families, the PTO was able to allocate funds to the following during the 2015/16 school year:

- Teacher Allowances for Classroom Expenditures
- Field Trips and *ALL* Field Trip Transportation costs
- Ice Cream Social
- COSI Assemblies
- Muffins with Mom and Donuts with Dad monthly program
- Student of the Month Program
- New hallway signage
- New front lawn sign & replacement sign at 84 & Melridge Drive.
- Financial support for purchases made in accordance with “The Leader in Me” program
- Teacher Lounge makeover
- Purchase of six, round, cafeteria tables to enhance the student’s lunch experience.

In addition to formal fundraisers, there are other ways Melridge families can help:



- Collect and send to school:
  - **Boxtops** on specially marked General Mills products
  - **Labels for Education** labels
- Contact **Natalie Rosemier** at melridgepto@gmail.com for more information.
- 2016-2017 Collection Dates: October 19<sup>th</sup>, December 14<sup>th</sup>, February 15<sup>th</sup> & April 19<sup>th</sup>.



Simply log into your account at [www.heinensrewards.com](http://www.heinensrewards.com). Click on "my profile" at the top of the page, scroll down to the bottom of the page. Select your school and save changes.

**OR**

Select your school of choice at any **Heinen's**



Register your **Giant Eagle** Advantage card at [www.gianteagle.com](http://www.gianteagle.com). Enter our school ID #1409



You shop. Amazon gives.

Log on to [smile.amazon.com/](http://smile.amazon.com/) and choose Melridge Elementary PTO. A portion of your purchases will be donated to Melridge PTO



# Join the Melridge PTO

Please support your PTO by becoming a member at one of the levels described below. While we encourage all parents to participate in our events, PTO membership does not obligate you to volunteer in any capacity. We also recognize that busy schedules may prohibit many families from contributing time to PTO events. In response to a request by many parents, the PTO is also offering the opportunity to sponsor our organization with a one-time, tax deductible donation.

If you are interested in joining and/or sponsoring the PTO for the 2016/17 school year, please complete the form and return it to school **by September 15<sup>th</sup>**. The class with the highest PTO membership will receive a pizza party. You may also join online at <http://melridgepto.yolasite.com/join>

Parent's Name(s) \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail \_\_\_\_\_

Child's Name	Grade	Teacher

### MEMBERSHIP LEVELS

- Bronze \$5
- Silver \$10  
*(includes Melridge pen)*
- Gold \$15  
*(includes Melridge drawstring bag and pen)*

### SPONSORSHIP LEVELS

- Bronze \$50
- Silver \$75
- Gold \$100
- Corporate \$250

Please make checks payable to Melridge PTO. Thank you for your support!

<i>PTO Board Use Only</i>			
Date Received _____	Payment Amount \$ _____	<input type="checkbox"/> CASH	<input type="checkbox"/> CHECK# _____
<input type="checkbox"/> Added to Spreadsheet	<input type="checkbox"/> Added to E-mail DL	<input type="checkbox"/> Membership Card/Incentives Sent _____	

**CLASSROOM VOLUNTEER FORM**

Your PTO Board and Lead Homeroom Coordinators will organize the lead homeroom parent and classroom volunteer program for this school year. In order to assist us in these efforts, we would like to know your volunteer interests.

Each classroom volunteer team is responsible for planning three classroom parties (Halloween, Winter, and Valentine’s Day). The PTO usually provides a snack for each student for the three parties. Assistance is needed to serve and clean up. You can also help by attending a classroom party, providing supplies (napkins, plates, drinks etc.), planning a craft or game, or volunteering to supervise the class for a short time.

In addition to the parties, help is sometimes needed in the classrooms during lunch periods when the gym is not available, during indoor recess times on bad weather days, and during Teacher Appreciation Week with activities such as teacher door decorating. If you have any questions please do not hesitate to contact us at melridgepto@gmail.com

**Remember to fill out one form per child and return to each child’s classroom by September 15<sup>th</sup>.**

**Your Name:** \_\_\_\_\_ **Child’s Name:** \_\_\_\_\_

**Phone#:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Teacher:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**TEACHER APPRECIATION WEEK (May2-6):**

Would you like to assist with door decorating or other Teacher App prep?  YES  NO

**LEAD PARENT:**

Would you like to be the lead homeroom parent?  YES  NO

**CLASSROOM PARTIES**

**Which party would you like to help with and how [Please check all that apply]?**

Halloween Party [Monday, October 31, 2016]

- Attend and Volunteer
- Plan Craft
- Plan Game/Activity
- Supplies (napkins, plates, etc...)
- Treat bags

Winter Party [Wednesday, December 21, 2016]

- Attend and Volunteer
- Plan Craft
- Plan Game/Activity
- Supplies (napkins, plates, etc...)
- Treat bags/gift or book exchange
- Plan, collect, and shop for teacher gift

Valentine’s Party [Tuesday, February 14, 2017]

- Attend and Volunteer
- Plan Craft
- Game/Activity
- Supplies (napkins, plates, etc...)
- Treat bags

# Melridge 2016-2017 School Directory

The Melridge Student Directory is a wonderful resource. It is utilized for a variety of purposes such as reaching out to volunteers for classroom parties and events and mailing out party invitations. We do understand if you want to keep your information private, but we also don't want you to miss out on your opportunity to get your information in the directory if you wish to do so.

Please fill out the form below with the information that you want to share and return to the school no later than **September 15, 2016**. **All information not returned by that date will not be included in the directory.**

If you have any questions, please contact Susan Dolce at eclod99@gmail.com or 440-339-7538.

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Please clearly print the information below. **One form can be used for your entire family.**

Child's Name	Grade	Teacher

Address: \_\_\_\_\_

Mom's Name: \_\_\_\_\_

Dad's Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Please return this form to school no later than September 15, 2016.



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