

September 10, 2009 PTO Meeting Minutes

Call to Order was made by Co-Presidents Michele Lavoie and Paula Heinzmann.

Michele thanked Paula for organizing and carrying out the PTO Orientation which took place the prior week and gave new parents an introduction to the Emerson-Williams PTO.

Paula once again stated to please feel free to contact either of the co-presidents with any questions or concerns.

Apologies were given for not having copies of the itinerary for tonight's meeting, as the copier is shrouded.

Principal Elizabeth Catarius welcomed all present, and asked everyone to please come back in October for the next meeting. Orientation was great!

Mrs. Catarius went over the CMT results and thanked the teachers for coming out to tonight's meeting: we have made gains in 9 out of 13 areas, but still need to improve in Science, writing, and subgroup scores. We are, however, above district goals.

We've had a smooth start for the school year, and the main goal has been to get everyone in to school and back home safely. All 470 students have achieved that goal so far.

New this year is recess before lunch, which was suggested by the school nurse, Mrs. Ciarcia, and the gym teacher, Mr. Coursey. Mrs. Forrest stated she likes it better, as the kids come in quiet and calm after lunch, and are ready to get back to work. Staff is still working on logistics, but Mr. Nelson was throwing out less trash, and Mrs. Ciarcia was reporting lower numbers of children coming in with bellyaches. Mrs. Liszka agreed that this was a good idea, as they practice this method of recess before lunch in the Midwest. Mrs. Catarius stated we have new staff – Jen Cartas in 6th grade, Dr. Phillips is a reading assistant, and Piffrey is with our psychiatrist.

Secretary's report was submitted by Paula Heinzmann. Motion to accept was made by Janet Vasel, and seconded by Andrea Ginter. Motion was approved.

Treasurer's report was discussed by Dave Schroeder: The PTO bought \$659 worth of car magnets, and will be selling them at various functions for \$5 each. Janet Vasel requested clarification of I-Care Square and the 6th grade funds. The teachers' stipend has been delivered, and Dave was lauded for doing a good job and being very creative.

Dave stated we have \$15,000 in the bank, plus \$1,000 to deposit, with \$4,000 of that being held for escrow. If checks are requested, Dave will forward you the form by email. Also, Dave has asked that if you need cash boxes for an event, please give him at least 5 days notice, if not more, whenever possible.

The teacher representatives that were present were: Mrs. Cookson, Mrs. Dicenza, Mrs. Krawciw, and Mrs. Forrest, all from 3rd grade. They thanked us for the luncheon and enhancements, and stated that our PTO is very clever!

Committee Reports

- *PTO Orientation* – Paula Heinzmann – invitation was extended to new families. They discussed the various committees and offered signups. Paula said it was very successful, thanked everyone for coming, and invited everyone to please come back!
- *Address Directory* – Andrea Ginter – it's in the works. This year's directory will be slightly different, and will be a partial listing. Emails will be added to it also.
- *Beautification* – Janet Vasel – Mums have been planted. The town did some trimming and weeding. We may dig up the plants around the Emerson-Williams sign. Charles Wright has solar panels to light their sign. Janet will look into it to see if we can do something similar. Also, Janet asked for ideas and suggestions to rename I-Care Square.
- *BOE (Board of Education) Liaison* – still open
- *Book Fair* – Andrea Ginter & Jackie Lincoln – still needed volunteers. The percentage of cash profit went down from last year – only 25% now, but we do get points we can use instead. This year is going to be a 4 day fair instead of a 5 day due to No school on Friday. The theme was Destination Book Fair. Andrea asked that we keep in mind doing a Spring Book Fair, as we will get a profit bonus if we do.
- *Teacher Appreciation* – still open
- *Community Outreach* – Martina Cacioli – will send out a letter in October with details of the years coming events. Events will be the same as last year – Food Drive for Thanksgiving, Valentine Cards in February, and Meals on Wheels to name a few.
- *Creative Arts* – Martina Cacioli – Again, will send a letter once artists are booked, but we have events for K-6 in October, Hip Hop in February, and American Dance in May. A suggestion was made to look into Unified Theater which is a non profit group that puts on skits, plays, etc. They would need a liaison, and it's a 6 week long program.
- *Enrichment* – still open. This committee encompasses hi-touch, hi-tech.
- *1st grade lunch helpers* – Sue Breglia – they had volunteers for the first four days of school – went very well, and the kids did great!
- *Grants* – Paul Laperriere – Mrs. Laperriere has done some searches and they have a list of possible grants that we can apply for. They may need more information from teachers. It was mentioned that Charles Wright has a link for Grants on their website with more information.

- *Open House/Hospitality* – Michelle Bosco & Michele Livingston – PTO Membership has been \$5 per child or \$8 per family. A motion was made to increase that to \$5 per child, \$10 per family by Janet Vasel, seconded by Kelly Weinberg, and the motion was approved.
- *Kindergarten Bus Monitors* – we had 2 monitors, and it went ok.
- *Handprint Project* – Claudia Miller & Maggie Pierce. Claudia will talk to Martin Malicki for more details.
- *Media Center Coordinator* – Michelle Bosco – will speak with Mrs. Corsair, and will send notes home once more information is gathered.
- *Publicity* – still open
- *Room Parents* – Sue Breglia & Isabelle Tierney – 2nd requests for room parents will be going out on Monday.
- *School Pictures* – Michele Livingston – Picture Day is October 14. Notices will be going home shortly. Spring pictures are around March 24th.
- *Welcome Back Luncheon for Teachers* – Sue Breglia – was held on August 31st. We had 12 volunteers, 45 staff. It was great!
- *Family Events* – *Bingo* will be held at WHS in November.
 - *The Holiday Store* will be run by Jackie Malizia and Maureen on December 3rd.
 - *Movie Night* is open.
 - *Fall Festival* was replaced by Dinner on the Lawn, to be held 09/23
 - *Vendor Night* was still open. Janet Vasel and Kathy Zapor have agreed to chair it.
 - *Apparel* – chaired by Jackie Malizia – nothing new to report. Mr. Coursey may want to have t-shirts for field day.
- *Box Tops* – Michelle Bosco & Isabelle Tierney – October 31st is the first deadline.
- *Comedy Night* – Michele Lavoie & Kathy Zapor – November 13th is the date chosen. A motion was made by Martina Cacioli, seconded by Michele Livingston and approved to earmark the proceeds to purchase a SMARTboard.
- *Wrapping Paper* – Martina Cacioli – Martina asked that those who can please participate. The fundraiser is being run until 09/23. We can order online! We make 50% profit and 40% on candles. It is scheduled for Thanksgiving delivery.
- *Easy Earnings* – still open- Maureen stated there are still Stop & Shop cards available.
- *Entertainment Books* – Andrea Ginter – Books will go home on October 1st. Lots of coupons are available. If we sell 100 books, we make 40% profit. The costs of the books are \$30 each.
- *Family & Friends Restaurant Night* – still open. Andrea Ginter is working with Leo's Pizza currently. We would have one restaurant per month which would give a discount for families who participated.
- *Jogathon* – Michele Lavoie is working with Mr. Coursey to pick 2 dates this year.
- *Scrapbooking* – Michelle Bosco – October 25th from 10-5 at WHS. \$25 includes lunch.
- *Miscellaneous Fundraisers* – Kelly Weinberg stated we have 40,000 points for Big Y and asked Kathy to put in a flyer in Tiger Topics.
 - *Talent Show* – Robin Bourassa – will be held at WHS. 04/03 will be the dress rehearsal, and 04/04 the actual show.
 - *Art Show* – still open. Please contact Robin Bourassa or Ann Ward if interested.
 - *Butter Braids/Cookie Dough* – Martin Malicki will chair
- *Tiger Topics* – Kathy Zapor asked for submissions by Sunday. Michele Livingston has agreed to copy Tiger Topics again this year.
- *6th Grade Committee* – meeting will be held on September 22nd at 7pm in the upper media center.

New Business – Martin Malicki stated that as of 09/09/09 he has updated PENS. You must resubscribe. Martin asked that we include this in Tiger Topics. Martin also stated that we are switching to youngest and only instead of oldest and only for flyers going home. Martin asked that we utilize PENS as much as possible.

Dave Berry is handling the PTO website. He will post agendas and minutes online once they are approved.

Kathy Zapor suggested instead of putting student pages in each month's edition of Tiger Topics to possibly put together a special edition of Tiger Topics created by the students.

Martina Cacioli brought up the question of laptops, and Mrs. Catarius stated that she would like to create a lab.

Michele Livingston had questions about the ROPE program and asked if we could pay for it ourselves?

Mrs. Catarius brought up the fact that Emerson Williams is lacking in after school programs.

Michele Lavoie has been in contact with the Chamber, and asked if anyone wanted to march in the 375th Celebration parade? Also, we are not going to participate in this years Cornfest, but will keep it in mind for next year.

In closing – Michele Lavoie and Paula Heinzmann thanked everyone for attending, saying the turnout was great.

Submitted by Kathy Zapor, PTO Secretary