



Emerson-Williams PTO Meeting
Thursday, October 8th, 2015
Minutes

Call to Order/Opening Remarks

Nathalie Trevitazzo

7:00 p.m.

- Announced resignation of co-chair president due to medical reasons. Nomination and voting for co-chair needed.

Officers' Reports

Principal's Remarks

Ms. Neela Thakur

- Great first month of school
- Pleas for PTO help:
 - Hip Hop Program – 60 minute performance / all school assembly at the end of the school year (June). 4 day program - \$1,950. Additional performance would be extra. Neela to check on price of one show.
 - Professional signage (similar to Webb's) –
 - 4 PTO members (Beth, Nathalie, Darka, Karen) viewed signage with Neela. Thanked PTO members for joining her at Webb.
 - Neela showed pictures of the signage at Webb. 10 around the school. Signage made of sturdy thick plastic materials in the main corridor, outside of the main office, around the entrance of the school, door wraps, and large hanging banners with school colors, school principles and inspirational messages.
 - Merritt Graphics in Hartford created the signage at Webb. Asking PTO if anyone interested in coordinating the process, shopping around or going with the recommended company.
 - Neela to find out if mounting and hardware is included. PTO asked for package price or options to present at next PTO meeting. Neela to look into this. For the quantity of banners at Webb, Neela estimated \$3000-\$4000 (Webb PTO paid half).
- Stop and Shop – Neela mentioned approximately \$2000 goes into escrow account. Will get back to PTO on the actual amount in the EW Stop and Shop account.
- EW Music Department Team Update - music team working on a few items:
 - Wolf Pack hockey game - Friday 3/18. Band and Orchestra will play.
 - Hartford Yard Goats – Tuesday 05/31. Chorus will sing the National Anthem. EW school students to sing national anthem – 5th or 6th grade or both. Neela to find out. This event could be a fundraiser or just a fun activity. Need someone from PTO to organize or help. Reach out to Neela / Ms. Fox. This event could be part of 6th grade committee (6th grade events). Question about how far in advance we have to schedule the event. Colleen and Diana volunteered to help.
- First Lockdown Drill – practiced first lockdown and bus evacuation drill of the year. First one was announced. Kids did a good job. Director of security and 2 Wethersfield Police officers were present. Kids practice these drills many times per year. Encouraged PTO to ask children their impression of how well the drill went.
- Introduced 3rd Grade Team – SBAC test results. Third grade English and math – students tested higher than anyone in district and state average. Third grade had highest level of special education students and did extremely well. Teachers did exceptional job between not stressing and preparing them well and had a good balance about taking the test seriously but not too

seriously. Encouraged children to do their best but shouldn't be nervous or anxious. Way test administered has impact on how well kids do and these teachers did an excellent job.

Secretary's Report

James Langdo

- Approval of 09/08 Meeting minutes motioned by Paula Heinzmann. Seconded by Janet Carbo and approved.

Treasurer's Report

John Williams

- The fall book fair made \$1,787.12 profit on \$7,955.37 in sales, though online orders are still coming in (Scholastic will send us a check for our share). \$60 less than last year but on budget because we have less students.
- Holiday Store – negative for now. Purchasing of stock for the store.
- Quick books – purchase of \$202.05
- The portion of PTO funds dedicated to the instrumental scholarship now stands at \$1,550.47.

Teacher Representatives

Grade 3 Team

Mrs. Anne Marie Moore

Mrs. Donna Forrest

Mrs. Kathy Harris

- Stripes - Student Council purchased stripes from eBay. Don't remember the actual cost. Will look for a Stripes look alike. Might be worth it to spend the extra money for comfort – can't see out of the last Stripes costume.
- Jog-A-Thon – children look forward to this event and Grade 3 team is pleased that it's on the agenda for 2015-16. Still need to meet with Mr. Corsey. Jog-A-Thon is a 1 day outside event generating approximately \$1000. People make donations / sponsorships to make money (\$5 donation). Children get a bead for each time they run around the track. Some children do it after school instead. Suggested that event should occur during the day to get higher participation. Some kids may not be able to attend if after school hours.
- PTO expressed appreciation to Grade 3 team for always coming to the PTO meetings and their support.

Committee Reports

Committees

Chairs

Address Directory

Leslie Williams/John Williams

- 85% complete with formatting directory. Hoping to finish by early next week and will go to printer. Will complete by end of the month

Cheer/Teacher Appreciation

Darka Jara

- Oct 26th luncheon. Need volunteers. Halloween theme. Need baked / cooked goods. Sign-up sheet is available and can put it on website.
- Suggestion of more EW PTO Facebook activity to get more participation. Recommendation to put signups on Facebook and post description of all the fundraisers to include more parents and generate more active PTO members. Could make additional people admin to do more postings. (Nathalie and Chrissy currently doing the updates on Facebook). Neela can put postings from PTO on her EW Facebook page to reach the whole wide school for school wide functions and can also put on school messenger (blast email).

Jog-A-Thon/Running Club

Darka Jara

- More to come

Community Outreach

Open

- Chair position still open. More to come.

Enrichment

Jacqueline LaPerriere

- Not present

Media Center Coordination

Shana Smith

- K-2 Media Center signups for October through February only (don't do September). Need 2 volunteers per month. Volunteer comes in to read. Librarian stays in back. We can add March – June if it goes well. For Kindergarten through Second grade only. Feedback from parents is that they like that we went electronic with these signups. Also posted to Facebook PTO. Asked Neela to add to Facebook and for Chris to add this to Tiger topics for K-2 only. Neela can do school messenger to go from K-2 only. Requested that this item be removed for next month and add Suggestion Box instead.
- Suggestion Box – for babysitting during PTO meetings. Will add to next month agenda. Nathalie will contact the high school. CCD will also be contacted. Will send some notification a week in advance. Stephanie McKenna's Future Teachers of America at high school may be able to help. 10-15 students in club and maybe one can help with baby-sitting.

Nomination Committee

Paula Heinzmann/Leslie Williams

- Need to fill president co-chair position. Darka Jara nominated for co-president. Accepted. Motioned for Darka Jara as co-president. Seconded and approved.

Room Parents

Leslie Williams/John Williams

- All room parents have been notified.

Sixth Grade

Beth Gilbert

- First meeting last week. Meeting two times per month.
- Pies for the recent fundraiser coming in soon. Poinsettias to be sold soon.
- 6th Grade Pasta Dinner – 11/6. Have request in to use the building for that day. Can do the following Friday if not 11/6. Raffles with seating. Bake sale for dessert. Planning underway.
- Restaurant family night at Pazzo's in the spring.
- EW and Wethersfield Eagles gear sales – will reach older kids too. Broad selection of gear. Siblings will also purchase and other Wethersfield schools too. Would like to have this sale at vendor night and also at the holiday store.
- Night out for parents – details to come.
- Funds in budget for 6th grade committee and goal is to leave behind some funds to the next 6th grade class.

- 6th grade gift to EW – for example, bench at Webb. Kids can work on this together and leave something behind for the school.

WSPC

Karen Diconzo

- Forum - 10/21 meeting at 7-9pm Silas Deane Middle School. River 105.9 will be there. If you have a question that you would like to ask, send to WSPC's email. Include the school name. We need 10 questions. Everyone on the WSPC committee goes to the forum and especially people on the board.

Family Events

Holiday Store

Janet Carbo/Karen Diconzo

- Moved up a half hour. Thursday Nov 19th. 5-7:30pm. If available, we would like to open early. Building use form has been submitted. 6th grade committee will handle bake-sale. Volunteers should contact Janet. Need volunteers for setup after school and for cleanup.

Fundraisers

Book Fair

Darka Jara

- Fall book fair was a success and made \$1587.12

Box Tops

Nathalie Trevitazzo/James Langdo

- First collection is in October. Second in March or April. We will get something out to people within the week to parents. Box Tops need to be cut properly and then placed in the basket in front of Neela's office. Need a volunteer to cut the box tops, package and send. Can have students help to cut. Consider prize or incentive for kids to bring in box tops (something to tie onto their school bag as a reminder). Nathalie / John will get a price.

Labels For Education

Open

- Still need a chair. Not as successful as Box Tops.

PTO Membership Drive

Nathalie Trevitazzo

- Went well. Slightly under numbers but have more to add to the list. More on website for this.

Tiger Topics

Chris Thompson

- Chris not here. Submit Tiger Topics info by Friday 10/9. Tiger topics to come out. First one not on website (September 2015)

Vendor Night

Rebecca Anderson/Nathalie Trevitazzo

- Proposal to move Vendor Night to November 10th due to low vendor commitment. Didn't have a lot of vendors because for two years in a row didn't have the traffic expected. Was a standalone event and didn't work as a standalone. Possible to pair it with something else.
 - Advertising wouldn't cost any money for PTO (advertise in Rare Reminder).
 - Need to send out a flyer home...one flyer one event.
 - Would have access to gym and cafeteria during this time. 10 vendors last year and we are looking to double this number. Table fee would be \$25 (last year was \$40). Will have enough vendors.
 - Will have more success if we have the \$5 ornaments over the Partylight and Candles etc. Need the craft vendors to be successful.
 - 6th grade to bake. 6th grade committee to sell pizza and drinks on holiday store night.
 - Will let Chris know to include this with holiday store.

Yankee Candle

Darka Jara

- Will know results by next month.

New Business/Open Forum

Voting for 1yr Co-President

- Voted on Darka Jara. Decision unanimous.

Mascot (Stripes costume)

- Total price \$1096 on Gamedaymascots.com. Bring info to next meeting if you have alternative.

NEW BUSINESS:

- Megaphones - \$20 each. Suggestion for 1 megaphone for strawberry festival, bingo, etc. Neela has one megaphone. No surplus from last year. Use seed money to start this year to start programs before we start raising money. Janet motioned for vote. Chris seconded. Unanimous.
 - Suggestion to use surplus for a wish list. Wish-list from teachers. Go through list and look at budget to give back to classrooms. What do the teachers want and need for the classrooms? Teachers could have a form and could fill it out if they think of item they need.
 - If we have a surplus, can we have more fun activities instead of so many fundraisers?
- Pop-up tents – for Strawberry Fest and other events. Need someone to look into prices.
- Talent show DVD - from last year's show not finished. Some parents paid for it (\$5 last year). Disc has scratch. Will try to repair or get new copy. Parents will get new copy for no charge if we get a new copy or can repair the copy we have. Have blank DVDs. Need to find someone to do videography for next year.

Closing Remarks

Adjourn: 8:50 p.m.

Nathalie Trevitazzo

Tiger Topic submissions are due by October 9th.

Email to: tigertopics@ewpto.com