



Emerson-Williams PTO Meeting
Thursday, January 14th, 2016
Minutes

Call to Order/Opening Remarks

Nathalie Trevitazzo/Darka Jara

7:00 p.m.

- **Keene Foundation Grant** – Emerson-Williams has been awarded a grant of \$2500 to be split between all schools in the district. Deadline of March 2016 to accept the grant and determine how Emerson-Williams' portion of the grant money will be spent. If anyone has ideas of how the grant should be spent, please let Nathalie know. Spending of the grant money should impact all students. Current suggestions:
 - EW does not have its own after-school program (only school in the district that doesn't have its own program). Keene Foundation has expressed that they would like a program in each school.
 - Ms. Caravella (instrument teacher) has expressed interest in the grant.
- Autumn Struk and Colleen Mattatall to look into whether or not the money needs to be spent on a PTO sponsored project. If it must be a PTO sponsored project, the PTO will need to vote to approve.

Officers' Reports

Principal's Remarks

Ms. Neela Thakur

- **Emerson-Williams Welcoming Schools Committee** - EW is the only school in the district with a Welcoming Schools committee. The committee consists of parents and teachers-staff members with the purpose of giving an outside perspective of the school and how welcoming we are to parents.
 - The paper being developed by the committee is still in draft format but the focus is to identify strengths and growth opportunities with respect to 4 components: physical plant of the building; practices and policies; staff, and written documents (website, handouts, Facebook, etc.). The output of the paper: Strengths of EW and recommendations on how we can improve.
 - Action steps and timelines to be created. Sub-committees are creating checklist inventories. A walkthrough will occur in one year (Jan 15, 2017) to see progress made to make the school a more welcoming place.
 - 2 parents will be attending Neela's staff meeting on Tuesday 1/19.
 - Any thoughts or feedback welcome.

Secretary's Report

James Langdo

- Approval of 11/12 Meeting minutes motioned by Colleen Mattatall. Seconded by Chrissy Pikos and approved.
- 15 thank you cards received by the PTO this month:
 - Monthly staff lunches (Kathy Harris, 5th grade team, Karen Jahne)

- Holiday staff gifts for their classrooms (Linda Ciarcia, Doreen Corsair, Mrs. Markol, Megan Foley, Joanne Charbonneau, Mary Lacy, 3rd grade team, 4th grade team, Kathy Harris, Karen Jahne, Rhea Emmanuel, Alex Lucas, Elisa Root)
- Sympathy card (Rhea Emmanuel)

Treasurer's Report

John Williams

- \$500 donation received from United Health Group for furthering musical education
- 6th grade pasta and dinner and poinsettia sale fundraiser earned \$2063.20
- Holiday store earned \$2021.72
- Vendor night earned \$1047
- High Touch High Tech expenses – first \$500 payment made
- Class Pictures earned \$1,671.47
- Someone Special Dance - \$300 spent

Finance Committee

Paul LaPerriere/John Williams

- **Wish lists and Hip-Hop Program** - discussed at the Dec 9th meeting. Recommendation to fund the 4-day hip-hop program (not including performance) for \$1950. A motion was made by Colleen T for a vote on the hip-hop program (without performance). Motion seconded by Janet Carbo. Vote taken. Motion passed.
- **Kindergarten Reading Chairs** – each teacher is looking for reading chairs (Mrs. Jahne - 2, Mrs. Keel - 4, Mrs. Dawson - 2). 8 in total at \$50 each. Agreed to purchase 2 chairs for each Kindergarten classroom. A motion was made by Janet Carbo for a vote on 6 reading chairs. Motion seconded by Beth Gilbert. Vote taken. Motion passed.
- **Wish list** - \$2500 available to spend on wish list. So far we have spent less than the \$2500. Still remaining on Wish list: Easel (for Ms. Woods) and Front Row Math software (for Mr. Bubser). No other teachers have responded (communication went out to paraprofessionals and teachers). Would like a screen shot of item when requests are submitted for wish list. Wait until next month for a vote. Nathalie to attend the 1/19 3:05pm staff meeting to talk to the teachers about wish list.
- **Stripes Mascot Costume** – portion of the \$2500 for a new Stripes mascot costume. part for Mascot for stripes. Colleen to ask Shana for link to purchase the costume. A motion was made by Jamie Rogalski for a vote on the Stripes mascot costume for \$1097. Motion seconded by Colleen Mattatall. Vote taken. Motion passed.

Committee Reports

Committees

Chairs

Cheer/Teacher Appreciation

Darka Jara

- Successful December lunch (holiday party) and November lunch (Thanksgiving theme)
- 5 deaths in the Emerson-Williams family over the holidays:
 - Shirley Markarian (EW cafeteria staff). The PTO is donating fifty dollars to her grand-daughters' college fund.
 - Michele Livingston's (EW Paraprofessional) lost her father. She received a tulip plant and card.
 - John Williams (PTO Treasurer) lost his grandfather. His family received flowers.
 - The Alemany family (EW students Nick and Caitlyn) lost their father. The family received a fruit basket and pillow pets for the children.
 - Jeremy McPhee (EW Paraprofessional) lost his grandmother. He received flowers and a card.
- Looking for volunteers for January through April teacher appreciation lunches. Nathalie to help for January (Super Bowl theme - Friday 1/29). February (asking for box of chocolate or hearts donations - for Thursday 2/11).

Community Outreach

Open

- Still open

Enrichment

Jacqueline LaPerriere

- Not able to attend meeting.

Sixth Grade

Beth Gilbert

- Apparel sale - purchased inventory anticipation of selling at the vendor fair. There are quantities of hats and Eagles and EW hats remaining. Will add random other apparel to Facebook and sell the remaining items during parent-teacher conferences and basketball games. For future apparel sales: will just go on orders without purchasing ahead of time; limit the number of pictures on the order form, and send out flyers with color photos.
- Lightbulb fundraiser – LED energy efficient sale (Energize Connecticut)
- Pazzo's restaurant night. No date yet.
- Parent's night out – red cupcake party with 80's and 90's music.

WSPC

Karen Diconzo/Darka Jara

- Met on Thursday 1/14.
- Taste of Wethersfield (April 9th at Keeney Memorial Cultural Center) – for every \$35 ticket sold, EW PTO can earn \$5 dollars (Highcrest and Charles Wright schools are already doing this). Need a chair.
- Safe route to school – Mr. Coursey and all gym teachers will take a day in March to show walking and bike safety to children in grades 1-6.
- Paper conservation – each PTO in all schools are now on a budget for paper. Everyone will need to take the badge to print paper. There is a cap at \$200 for each calendar year, with the new year starting in Aug/Sep. This amount needs to be factored into the budget (cost of making copies for next year).
- Building use forms policy – be sure to give 15 days or more required notice. Joanne McPhee will attend the February meeting to discuss.

Picture committee

Chrissy Pikos

- Made \$1641 for pictures.
- Will have sibling photos available for spring picture day.

Family Events

Holiday Store

Janet Carbo/Karen Diconzo

- Very successful holiday store with many volunteers. 6th grade students wrapped gifts. \$2200 profit. 2040 items sold. 800 items and wrapping paper leftover. We have 100 rolls of wrapping paper left. Donations for bags encouraged. Need to finish the wrapping paper as it is difficult to store the large quantities at the school.

Fundraisers

Butter Braids

Janet Carbo / Jessica Martin

- Feb 17th – 26th. Pickup on March 18th. Reminders to students who purchased. Co-chair is Jessica Martin.

Box Tops

Beth Gilbert/James Langdo

- A contest with the winner earning an extra recess for the class that wins. Nathalie to give teachers, for the grade that wins, a breakfast, lunch or cocktails to get involved in the contest.
- \$284.10 of box tops sent to the company (to meet the 3/1 deadline).

Tiger Topics

Chris Thompson

- Tiger Topics submissions due by 01/15 at 11am.

Vendor Night

Rebecca Anderson/Nathalie Trevitazzo

- 35 vendors (30 is probably the maximum). Work on making money for vendors is the focus for next year. Advertisements fell short. Work on getting traffic. Approximately 50 attendees was an improvement from last year. Only 2 people on the committee this year and last year. We need additional people. Chrissy did much of the setup. Raffle could be more successful if more foot traffic. Word to get out to parents needed. One person saw the ad in the paper. Now that we know it can make money we need to focus on signage.

Suggestion Box

- PTO in Southington – invites parents for a workout event (New Year, New You; Beach body). Possibly Zumba for kids. Jamie to organize and bring info for Colleen next month.

New Business/Open Forum

NEW BUSINESS:

- **Mixed Bags** (3/7–3/18 – 2 week fundraiser).
- **New Britain Bees** (5/25 or 5/26) – Ms. Fox will look into New Britain Bees instead for a 5/25 or 5/26 Fundraiser. Questions: Will this be a PTO or music event? How should the proceeds be split? What is the timing with the Wolf Pack hockey game part of TV turnoff week (Ms. Caravella is having kids perform at the Wolf Pack game)? Decision made to do it at cost (no fundraiser).
- **Wolf Pack game** (3/18) - Colleen will chair Wolf Pack game.
- **Strawberry Fest** – need chair
- **Someone Special Dance (semi-formal)** - Janet Carbo
 - Moved from 2/20 to 2/27 (5:30-7:30pm). Theme is 'A Night To Remember' with movie décor theme. \$7.50 a ticket (\$15.00 a couple for 1 child - 1 adult). Mother-son; Father-daughter; older sibling or family friend. If a few people want to attend instead of a couple please contact Janet to work out price.
 - DJ and photo booth is booked. Part of ticket for photo booth and refreshments included in price. DJ will be in gym and cafeteria used for refreshments. Photo booth in the hall.
 - People have volunteered to do decorations and refreshments.
 - 100 kids (200 people total to break even for budget). Gym has a 500 person capacity.
 - All images from the photo booth will be on cd from the photographer
 - Building use form is for 4 -9pm (Joanne to get back to Janet to confirm next week).
 - Will open up the door for larger committee next year. This year as a pilot with the hope of an annual event.
- **Art Show** – June 2nd. Need to work Strawberry fest around taking down of Art in the gym.

Closing Remarks

Adjourn: 8:45 p.m.

Nathalie Trevitazzo

Tiger Topic submissions are due by January 15th.

Email to: tigertopics@ewpto.com