



Emerson-Williams PTO Meeting
Thursday, April 7th, 2016
Minutes

Call to Order/Opening Remarks
7:04 p.m.

Nathalie Trevitazzo/Darka Jara

Officers' Reports

Principal's Remarks

Ms. Neela Thakur

- Welcome to the many new PTO attendees at the meeting, including several teachers (1st grade team - Ms. Buckley, Ms. Foley and Mrs. Jones) and Kindergarten teacher Mrs. Jahne.
- EW community received a school messenger email and Facebook post at 8:05am on Wednesday, April 6th due to approximately ½ hour school evacuation. A few staff members smelled gas in the building and pulled the fire alarm. Students were evacuated away from the building. The fire department and CNG determined it was a routine venting of the gas meter. Messaged out as soon as building was all set.
- Town Council budget vote on Monday 4/18 7pm in the Town Council chambers. Public may attend and speak at the meeting. There is an impact on the school district and EW if any of these items are cut. Voting will occur at the budget meeting for the following:
 - Security personnel at all of the elementary schools – currently 1 person rotating among the 5 schools
 - Increased hours for administrative clerk Ms. Intino, from 25 to 29 hours
 - An additional teacher for grade 6 in 2016-17 (for the current 5th grade class – 48 class members). Keep the 3 teachers the class currently has when they move to grade 6 in the fall
- New Britain Bees baseball game – Friday 4/8 deadline to purchase tickets.
- Creative Arts Council – donation deadline is Friday 4/8. Any amount appreciated.

Secretary's Report

James Langdo

- Approval of 3/10 Meeting minutes motioned by Shana Smith. Seconded by Rebecca Anderson and approved.
- Thank you poster from Ms. Fox's music students in reference to the lap boards.

Treasurer's Report

John Williams

- Yankee Candle: \$1466.56 net income
- Safe Graduation: \$100 donation paid
- Wethersfield Creative Arts Council: \$1680 dues paid
- Mixed Bags: \$2084.20 net income
- Dollars for Scholars: \$500 donation paid
- 6th Grade Fundraisers: \$2099.46 net income
- Yard Goats Fundraiser: \$125 initial deposit paid
- Charlie Hayes: \$100 donation. Will donate remainder of Outreach is not used at end of year
- WSPC: \$75 annual dues paid
- Donation made in memory of Shirley Markarian (Cheer/Teacher Appreciation)

Guest / Visitor

Caroline Fazzina, Keane On Kids After School
Enrichment Program

- Keane Foundation grant funding of afterschool program at each of the elementary schools. EW is currently the only school without an afterschool program. The reason the program was initiated is due to the inconsistency of afterschool programs at the elementary schools.
- The program has a dedicated director of academic enrichment for all 5 schools and a site coordinator/supervisor starting at the end of the school day throughout the program duration to handle all needs such as dismissing of children at end of program. Will need to hire a site coordinator (preferably a paraprofessional in the schools or teachers with specific focus) trained in handling any issues, where the children are familiar with them.
- Students will register for this program in the same way registration occurs for all enrichment programs, through parks and recreation. Emerson-Williams will have a page in the bulletin and may use that form or go on-line to register.
- Programs and activities (some multi-day) from school end time to 4pm. Funding issue to extend past 4pm but considering this for the future. 1 hour enrichment activities, 1 hour homework and 1 hour gym to get kids moving. Children in the program will go to the media center. School attendance list used daily. YMCA (currently occupy the gym) is willing to work with building and use (Joanne McPhee) to negotiate times for the gym.
- Can modify class format to make it more affordable for students who can't afford the class. Should not be prohibitive for anyone. Minimal cost to student used to pay for instructor and materials. School social worker can let them know so they can help families. Funding available.
- Programs based on the needs of the school community. Examples might be: arts, sciences, Legos, gym, yoga, engineering club, etc. Suggestions from PTO members: Kids Zumba, art, foreign language (Spanish), computers (Minecraft), hip-hop, no-bake class (healthy choice), chemistry based, gardening, martial arts, chess, gymnastics and acting.
- A Survey Monkey will be created as a starting point to rate choices (what the children might want to attend) and additional programs may be added over time. Email Caroline with any ideas at kfafterschoolenrichment@gmail.com.

Committee Reports

Committees

Chairs

Board of Education

Autumn Struk

- Attended Board of Education meeting on 4/5 at Hamner Elementary School
- Wethersfield High School hunger project sent 7500 meals to Zambia. Raised \$2800 and received donations from Travelers and Webster
- Board of Education meeting on Tuesday 4/12 postponed due to school vacation
- Foreign Languages in Middle School - A or B in middle school becomes 1 credit in high school
- Early childhood survey – looking for survey responders with children prenatal to 3rd grade.
- Teacher assignments – greater awareness needed if a teacher is going to be reassigned.
- SAT Prep class for 11th grade
- Town budget meeting on Monday 4/18
- Memorial day committee met on 3/30
- School project committee –met on 3/14 – discussed finances and the high school construction projects

Budget Committee

John Williams

- Met on 4/1. Budget will be presented at the Thursday 5/12 PTO meeting.

Cheer/Teacher Appreciation

Darka Jara

- Received many donations for the March appreciation day
- No date for April yet
- Teacher appreciation week is May 2nd – May 7th

Future Projects

Colleen Mattatall

- K-1 Playscape Replacement
 - Obtained 10 quotes – committee discussed the 10 quotes and narrowed down the playscape to Creative Recreation/Miracle Recreation (model #718-S059J) with primary colors matching the new playscape on the other side of the school. Same company installed the new playscape (Creative Recreation/Miracle Recreation). Location of playscape would not disrupt classes or impede on open spaces or the field in this area.
 - Price: \$36,904 (\$28975 – playscape and professional install and mulch; \$7929 - landscape and drainage costs). Location hasn't been surveyed yet so this might not be the final price.
 - Grant searching - applied for 5 grants and asked for 5 monetary donations from banks. 3 grants denied due to eligibility. Applied to Keeney Foundation, Lowes Tool box for Education, Finish Line Youth grant, Lowe's (store), Home Depot, CT Humanities, First Niagara Bank and TD Bank.
 - Approval obtained from Ms. Thakur and Superintendent Emmett on 3/24
 - Next steps: approval from Fred Bushey, Board of Education, Town approvals, and planning and zoning commission.
 - Letter from Paul LaPerriere - had large surplus from previous playscape. Endorsed using these funds to install the new playscape.
- Motion to move unreserved equity to a dedicated fund (\$40,000) for the installation of the new K-1 playscape by Shana Smith. Seconded by Karen Dicenso. Unanimous (30 votes). Approved.

Media Center Coordination

Shana Smith

- None

Nominations

Leslie Williams / Karen Dicenso

- Nominations for 1st Year Co-President, Treasurer and Secretary are due 4/29/2016.
- We currently have one Secretary Nomination, but we really need a Treasurer and 1st Year Co-President, so please consider being a part of this great group of parents dedicated to our children and our school.
- Nomination flyers were put in teacher mailboxes for the morning of Monday, 3/28/2016 and went home that week. There is a slip that can be sent back to school via the back pack or you can go to ewpto.com and click on the PTO Officer Nominations link to submit your nomination.
- Nominees will be announced at the May 2016 PTO Meeting.
- Voting, if necessary, will take place at the June 2016 PTO Meeting.
- The new Executive Board will begin their duties as of 7/1/2016.
- Contact Leslie or Karen for any questions at nominations@ewpto.com

School Pictures

Shana Smith / Chrissy Pikos

- Spring school pictures on Wednesday 4/20. Flyers went out this week. Parents may choose to do sibling pictures

Sixth Grade

Beth Gilbert / Claudia Miller

- Additional funds received from Paint Night at Puerto Vallarta

Suggestion Box

Shana Smith

- None

Tiger Topics*

Chris Thompson

- Deadline is Friday 4/8

Wethersfield Schools Parent Council (WSPC)

Darka Jara / Karen Dicenso

- 3 nominees (John Williams, Beth Gilbert, Paula Heinzmann).
- Vote by ballot occurred and was collected by PTO 2nd Year Co-President Nathalie Trevitazzo. Ballot were not tallied

Family Events

Talent Show

Darka Jara / Holly Dyjak / Nathalie Trevitazzo

- Talent Show tentative date is Saturday 5/21

TV Turn Off Week

Jamie Rogalski

- National week is May 2nd -6th. Our date might be in late May (a Saturday through Sunday). Talent show is usually included. Waiting for final date of Talent show (possible 5/21) to start TV Turn Off Week and ending with movie night (5/27). Proceeds go to Emerson-Williams.
- Events considered: Ron-a-roll, Cherry Berry, Puerto Vallarta, Bingo, Dinner on the Lawn
- New Britain Bees on 5/25 will also be part of the weekly events.

Yard Goats

Colleen Mattatall

- EW Yard Goats game is on 6/26 1:35pm. Tickets on sale in late May. Children invited to come early for High Five Tunnel with the players. Print color flyers. Ticket cost not decided. Proceeds go to PTO.

Fundraisers

Box Tops

Beth Gilbert / James Langdo

- All box tops submitted. Check to be sent by the company to EW in April. Will discuss having one more box tops collection before the end of the school year.

Jog-a-thon

Darka Jara

- Monday 4/25 (rain date 4/29) for K-6. Separate from Field Day. Volunteer's needed. Darka will get the current volunteer list.

Mixed Bag Designs

Leslie Williams

- Total sales were up 7.7% from Spring 2015
- Catalog sales decreased 17.27%, while online sales increased 79.38%. This is contributed to advertising as a paper reminder sent home in the back pack, in Tiger Topics, on PTO Facebook posts, and in a PTO email.
- \$3,228.00 Catalog Sales = 50% Profit \$1,614.00
- \$1,256.00 Online Sales = 40% Profit \$502.40
- MBD requires a 5 sample product purchase that lowered our profit by \$32.20 (cost + shipping). This is after Leslie paid \$11.75 out of pocket for 2 of the 5 samples.
- Total net profit \$2,084.20, which is \$323 more than Spring 2015
- Products were delivered to Leslie's house tonight by FedEx. With only one day left prior to Spring break it will delay delivery to parents.
- Parents are welcome to call, text, (860-212-6878) or email mixedbag.designs@ewpto.com to arrange an earlier delivery. Otherwise, Leslie will set a pick up date after Spring break.

Strawberry Festival

Autumn Struk/Diana Iannucci/Colleen Mattatall

- Strawberry Fest will be held on Saturday 6/4 from 10am-2pm. Rain or shine.
- Subcommittee chairs: Raffles/donations (Stephanie and Beth); Food (Janet); Games (Chris). Signup sheet is available to join subcommittees.
- First committee chair meeting on Monday. Tickets and wristband sales soon.
- In Progress/Next Steps:
 - Building use form submitted.
 - Clean out date for the closet - 5/5 8:45am. Using many of the games in basement already.
 - Fire and police department contacted. Wethersfield Fireworks that same night so we might not have the smokehouse.
 - Staff shirts/volunteer shirts – with designs.
 - Talked to 5 different companies for inflatables
 - DJ - Sound Spectrum. Will provide quote to John when ready.
 - Reached out to 6th graders to make sure they are part of the event.
 - Donation requests are out. Wolf Pack donation of 3 jerseys for raffle. Creating baskets for raffles.
 - Yard Goats and Sonar mascots will be there.
 - Reach out to teachers to bring in new ideas.
 - Teacher volunteers at stations.
 - Dunk Tank – Mr. Emmett and Dare Officer.
 - Meeting to discuss budget.

Yankee Candle

Darka Jara

- 4/7 end date but will accept orders up to Friday 4/8

New Business/Open Forum

- Teacher Wish List – Ms. Fox – Suncoast DBW9200 Mocha Wicker Resin Deck Box (storage container). \$97.99 with free shipping. Motion to purchase the storage box at \$97.00 by Karen Dicenso. Rebecca Anderson seconded. Approved.
- Donation (\$100) to Charlie Hayes. There is now a family potentially in need so PTO will send another \$100 at end of the school year if funds are not used.
- Field Day (Wednesday 5/18) – pop up tents. Not currently purchased. Can purchase as low as \$70. Use for both Field Day and Strawberry Fest. Shana will purchase the tents.
- OPEN Committees
 - Board of Education – Autumn Struk volunteered to chair
 - Community Outreach - open
 - Labels for Education - open

Closing Remarks
Adjourn: 8:57 p.m.

Nathalie Trevitazzo / Darka Jara

***Tiger Topic submission is Friday, 4/8/2016 due to Spring Break. Please email your advertisements to: tigertopics@ewpto.com**