



Emerson-Williams PTO Meeting  
Thursday, June 9<sup>th</sup>, 2016  
Minutes

**Call to Order/Opening Remarks**

Nathalie Trevitazzo/Darka Jara

7:02 p.m.

- Thank you to the current PTO board members (John Williams, James Langdo, Nathalie Trevitazzo) for serving on the board for 2015-16.

**Officers' Reports**

**Principal's Remarks**

Ms. Neela Thakur

- EW soft-lockdown on 6/9. Two emails were sent but only some people received the school messenger notification. Normally comes with voice mail prompt. Neela looking into why the voicemail didn't proceed the email.
- Hip Hop parent visitation on 6/10 and 6/13. Thank you for support of the hip hop program.
- Thank you to many hours of volunteer service from the PTO in 2015-16.

**Secretary's Report**

James Langdo

- Approval of 5/12 meeting minutes motioned by Shana Smith. Seconded by Paula Heinzmann and approved.

**Treasurer's Report**

John Williams

- Strawberry Fest – \$6091 profit
- Jog-A-thon - \$1034 profit
- TV Turnoff Week - (Cherry Berry check - \$137)
- 6<sup>th</sup> grade dues - \$2155 income in last month
- 6<sup>th</sup> grade apparel - \$100 profit
- Paint Night - \$400 profit
- Media Center (books for media center for Ms. Corsair) - \$882.20 expense
- 6<sup>th</sup> grade committee – revenue after all expenses paid - \$2503.09 (revised to \$710.31 after additional bills provided by committee).

**Committee Reports**

**Committees**

**Chairs**

Board of Education

Autumn Struk

- Not able to attend the May meeting.

#### Budget Committee

John Williams

- Motion to accept/approve budget by Shana Smith. Seconded by Beth Gilbert. 6 approved; 1 denied; 6 abstained. 2016-17 budget passes.
- Possible re-evaluation of the 2016-17 budget based on survey comments (too many fundraisers).
- Off-cycle discussion on 6/29 6:30pm regarding budget. New budget must be accepted in June.

#### Cheer/Teacher Appreciation

Darka Jara

- Two teachers retiring: Mrs. Marks and Mrs. Wiezalis.
- Mrs. Richard – thank you for the art show help and support.
- PTO end of year gifts to the lunch aides, secretaries, and custodians.

#### Future Projects

Colleen Mattatall

- K-1 Playscape Replacement:
  - Town Council gave their final approval of the playscape.
  - Planning & Zoning (P&Z):
    - 74 letters have been mailed to notify the neighbors of this project. This is standard and they are invited to call the P&Z office to ask questions or attend the meeting.
    - A sign has been posted at the school indicating an application has been brought to the P&Z.
- P&Z will meet on June 21st at 7pm in Council Chambers, open to public, to decide on the playground. They open each item to public comments so people for or against can speak in front of P&Z. Anyone who would be interested and speaking briefly FOR this project, please contact me and we can arrange the details. [futureprojects@ewpto.com](mailto:futureprojects@ewpto.com).
- Once approved we will purchase the equipment, approximately \$21K. The playground company will line up the work with the town and school to do the work and build the playground. It is expected to take about 6 weeks from ordering the equipment to complete the job.
- Hartford courant wrote in online paper – town council accepted on behalf of EW.

#### Sixth Grade

Beth Gilbert / Claudia Miller

- Wrapping up activities for the school year.
- Pine Acres 6<sup>th</sup> grade trip was successful.
- Recommendation to assist current 5<sup>th</sup> grade in selecting 6<sup>th</sup> grade committee members now, ahead of the new school year. Room parents to be identified and contacted. Beth to draft letter.

#### Suggestion Box

Shana Smith

- Will bring suggestion box ideas to next meeting (fundraiser meeting on 6/29).

#### Tiger Topics

Chris Thompson

- Deadline is Friday 6/10.

#### Wethersfield Schools Parent Council (WSPC)

Darka Jara / Karen Dicenso

- Need 2 representatives for next year. Meeting to be held 2<sup>nd</sup> Thursday of each month at 12pm in the Stillman Building (Board of Education). 2 hours meetings. Superintendent and Board of Education is present at the meetings.

## **Family Events**

### TV Turn off Week

Jamie Rogalski

- Ron-a-roll – not a lot of turnout but other events well attended. Dance recital was held that night and it was a Sunday night. Conflict with sports. Suggestion to have the week earlier next year (National TV Turn Off week is the first week of May).

### Yard Goats

Colleen Mattatall

- Stadium will probably not be completed by our game date. The group sales contact at Yard Goats suggested we return money to our guests rather than buy tickets and let them return them. Christen Sousa has facilitated returning the tickets.
- We have also been successful at getting out of our contract which we paid a \$125 deposit promising we'd buy 60 tickets. The money should be returned to EWPTO within the month.

## **Fundraisers**

### Box Tops

Beth Gilbert / James Langdo

- Total revenue of \$831.30 for 2015-16 school year (not counting the current box tops contest).
- A final box top contest for the year will continue through 6/10. Christen Sousa and Nathalie Trevitazzo will be picking up the box tops on 6/10. The winning classroom gets an additional recess. Christen to let Neela know the final totals and winning class by 6/13.

### Strawberry Festival

Autumn Struk/Diana Iannucci/Colleen Mattatall

- Revenue of just under \$11,000. \$6100 profit. Thank you for the teacher support and committee member work.
- \$2100 profit on raffles. \$500 profit on snow cones

## **New Business/Open Forum**

- 2016-17 PTO Officer positions Leslie Williams / Karen Dicenso
  - 1<sup>st</sup> Year Co-President: Colleen Mattatall
  - Treasurer: Peping Dee
  - Secretary: James Langdo
- Event Trackers James Langdo / Colleen Mattatall
  - Event Trackers will be created for each committee ahead of the 2016-17 school year. All files for a committee will be placed in a folder and will be on a flash drive for the new committee chair. Event Trackers should be updated by each committee chair after an event. PTO Secretary will distribute the Event Tracker, folder and flash drive at the starting of an event and collect the updated documents from the chair at the end of the event.
- Teacher Wish List/Misc. Item Ms. Fox, Music Department / Leslie Williams
  - Ms. Fox in attendance to answer questions about the Wenger Risers (licensed).
  - Requesting 2 concert risers with rails. Cost of \$3980 for two minus \$800 raised by the New Britain Bees fundraiser. Total of \$3180.
  - Risers will look identical to the current but with side rails. Can't add railings to the current ones.

- Biggest grade is 69 children (6<sup>th</sup> grade). 6<sup>th</sup> grade can fit 17 children. Kindergarten uses 3 rows.
  - 4 risers will not hold the grade and if very crowded. Allow for minimal movement. Need 2 more risers with rails. Additional risers will allow greater movement during concerts, going up and down on risers easier, and less chance of falling. Brought back safety issue to town for their attention.
  - Can't share risers with other schools because concerts may be at the same time and are not movable.
  - Consider purchasing 1 and maybe 1 next year.
  - From order to receive – 3 weeks to get risers.
  - Highcrest has stairs so don't need risers. Charles Wright – PTO paid for risers but it is a smaller school so only needed 2. Hamner's risers are older than ours. Webb also uses risers.
  - Motioned to purchase 2 risers with rails by Leslie Williams and seconded by Tom Bannon. 5 approved and 3 denied. Motion passed.
- School website for EW apparel will be available in fall 2016. Items will be packaged when they are received and then distributed. Recommendation to make shirts read "Emerson-Williams."

**Closing Remarks**

Adjourn: 8:41 p.m.

Nathalie Trevitazzo / Darka Jara

**\*Tiger Topic submission is Friday, 06/10/2016. Please email your advertisements to: [tigertopics@ewpto.com](mailto:tigertopics@ewpto.com)**