



Emerson-Williams PTO Meeting
 Thursday, April 20th, 2017
 Minutes

Attendees

Carreiro,Christina	Jara,Darka	Schwarzhaupt,Fran
Collette,Peggy	Langdo,James	Shoham,Monika
Conashevick,Stephanie	Mattatall,Colleen	Struk,Autumn
Coursey,Jim	Mesias,Emily	Thakur,Neela
Dee,Peping	Moya,Paul	Trevitazzo,Nathalie
Iannucci,Diana	Rogalski,Jamie	

Call to Order/Opening Remarks
 7:03 p.m.

Darka Jara/Colleen Mattatall

- Welcome to all attendees.
- Keep in mind the meeting guideline reminders:
 - Talk to and about each other the way you hope your children would speak to or about you (both at the meeting and beyond). Be respectful and kind with your words always, here, and away.
 - Stay on topic. We will use a timekeeper to stay on track but remember the PTO meeting for reporting purposes of what your committee is doing. We don't expect lengthy discussions or conversations. Please curb your discussions or comments for the end or reach out to the chairperson directly after the meeting. You will be reminded or redirected if topic gets turned or time expires.
 - Introduce yourself and briefly explain WHAT your committee does for those new at the meeting.
 - If you must criticize, you MUST offer a suggestion.
 - The Board will clarify rules for voting, explain why we are voting before any votes.

Officers' Reports

Teacher Representative

Jim Coursey, EW Physical
Education Department

- Mr. Coursey has been a physical education teacher for 20 years and after completing his Master's degree in Industrial Technology, he has worked on integrating technology within his physical education curriculum.
- He discussed the prospect of purchasing heart rate monitors and incorporating this technology within his physical education curriculum, to monitor exercising and tap into who is pushing themselves to their maximum potential. Heart monitors would help his 3rd to 6th grade students with their perception of exercise and their self-awareness to maximize their potential. The heart rate sensor data would be informational to help get students into the zone that they are supposed to be in. Mr. Coursey would start with 6th graders and move backwards, eventually to 2nd graders. Sensors monitor heart rate and the info can be tracked on an iPad.
- Mr. Coursey asked the PTO for a one-time purchase of the Heart Zone 30 pack (30 arm bands, 1 dual bridge, and 2 ports which can charge 24 for a class, with 6 extra monitors): \$4830 + shipping (\$150-\$200). Total: \$4974.50. There is a 1 year warranty but will look into if its extended. Currently has a projector, screen, and iPad. Mr. Coursey will also see if there are references to other elementary schools that use them.

Principal's Remarks

Ms. Neela Thakur

- Welcome back from April vacation.
- Thank you for helping to encourage children during the Look for the Good project (3/17 – 4/3). There were discussions with the children about gratitude and the children wrote letters about gratitude. Staff coordinators for the project will be doing a presentation in front of the board of education on Tuesday 4/25 about the project.
- Children in grades 3-6 will take the SBAC from 5/9 - 5/19. English Language Arts and Math testing. 45 minute segment only. The testing will be computerized, untimed, and an adaptive test, where difficulty of questions will adjust based on grade level. Interim assessment blocks subset of math - 12-13 questions taken on the computer. The teacher gets the results immediately to help understand which questions many students got wrong and why, as a learning tool.
- Budget is now in a holding pattern until 5/15 when the town council notifies the board of education. We will have more info on the budget after 5/15.
- Principal's Breakfast topic was writer's workshop. Discussed the components and the model that is being used from K-6. Observed a Kindergarten and 4th grade classroom.
- Thank you to Colleen Mattatall for advocating cosmetic improvements from the building department. A walkthrough of the school resulted in a crew coming into EW to paint the Kindergarten hallway. The town will also provide a clean slate and a board for volunteers to paint a mural using supplies provided by the town. Volunteers could paint the board elsewhere and then it would be placed on the wall. We need a team of teachers and parents to identify key spots in the building that could be made to look bright and new.
- The capital improvement list has removal of carpeting and replacement with tiles on the agenda during the summer. A couple of classes in the 6th grade wing is on the agenda for summer.
- Thank you for the most recent turnout at the town council meeting.
- We would like to save the gratitude wall located in the main hallway by the nurse's office. The sentiments from the children during the 10 day Look for the Good project will eventually fall (note cards taped to the wall). Need volunteers to lead the effort to research how to save this work, cost, and time frame. Monika Shoham agreed to lead the effort. Autumn Struk volunteered to help.

Secretary's Report

James Langdo

- Approval of 3/9 Meeting minutes motioned by Autumn Struk. Seconded by Fran Schwarzhaupt and approved pending spelling correction of Jamie Rogalski's name.
- Sign-in attendance sheet distributed for each attendee to add their name and email address.
- Thank you to PTO from:
 - The Marcelynas Family (Elda, Giulia & James) – for the fruit basket, Easter lily, wind chime, cubby bears, and flower pots filled with gift certificates
 - Mrs. Richard – thank you for the funds which went to purchase of a light table for the Art Room
- A Dropbox is available for all committee files. Committee chairs should contact James for access to any of the committee folders.

Treasurer's Report

Peping Dee

- Income:
 - 6th grade fundraiser – \$3914.17
 - Butter Braids – \$1251.00
 - Mixed Bags – \$1677.08
 - Someone Special Dance - \$-1166.16 (loss of \$550 due to a vendor who took the money without services. Working on trying to get back these funds.)
- Expenses:
 - Dollars for Scholars - \$500
 - Safe Graduation - \$100
 - Family Fun - \$927.73
 - STEM Enrichment - \$3500
 - Wish List - \$2006.31
- Net income: \$-2,231.68
- Total assets: \$44,705.96

Committee Reports

Committees

Chairs

- Book Fair (Fall)
 - Fall event during open house week but work is done in June and over the summer. Need a volunteer to chair event and book event. Need for someone to partner with Darka to learn how to do the book fair. The event should be booked during the first week of June. The event should be included in Tiger Topics. Heidi volunteered to co-chair book fair.
- Budget Committee
 - Budget committee met 3 weeks ago for the upcoming 2017-18 school year and discussed the purpose and mission of the PTO and the many accomplishments of this year, programs for the school, and support to the EW faculty and staff. Committee discussed many line items and programs. A second meeting will be scheduled for the last week of April. Contact Peping for possible dates and times. The budget will be proposed to the group during the May meeting.
- Cheer-Teacher Appreciation
 - Teacher Appreciation week will be held May 1st- May 5th (and 5/9). The official date is 5/9 (some sites say 5/2). Children will bring a flower to their teacher, write thank you notes, wear their teacher's favorite color. Creating a flyer and will get it approved by Neela before sending it out.
 - Admin Professional Day is 4/26. Principal's Day is 5/1. Nurse's Day is 5/12.

- 5/5 is the monthly teacher appreciation day. 1st grade is sponsoring the event for this month.
- Erica Mcgregor, parent of a current EW 2nd grader, has had her kidney transplant. She will not be allowed to have flowers for 90 days. Donations can be made to her Go Fund Me page. There will be a benefit for Erica on Tuesday 4/25 at the Newington and Glastonbury Bertucci's.
- Cyber Presentation – Internet Safety Concepts Monika Shoham
 - Internet safety for empowering smart online choices. Presentation by Scott Driscoll. \$1000 cost. Already booking for fall. Could offset costs by charging for the event (\$5 per parent). 3:00-4:30pm time might not work well for working parents. Maybe offer babysitting. Monika will talk to Neela to determine dates that will work for Scott and EW and will have the date penciled in until we meet in May.
- Dance Janet Carbo
 - Very successful annual dance with great turnout and excellent planning. The performers for this year's event were a great addition. Thank you to Janet for coordinating.
- Family Fun Committee Colleen Mattatall
 - Family Book & Game Night on Friday 5/12. A local company will bring games and will teach strategic games to the kids. If you have books you want to swap, bring them to the book swap night. All books left over will be donated. Make note to ask Mary Lacy to update the school calendar.
- Jog-a-thon (6/1) Leslie Williams / Darka Jara
 - Flyers and info to follow. The entire EW school (K-6) participates in the event.
- Nomination Committee Darka Jara
 - Flyer will be distributed by Monday 4/24 to nominate a 2nd year President and 1 year appointments for Secretary and Treasurer. Nominations to be submitted by May meeting. Voting to take place during the June 8th meeting.
- Room Parents Autumn Struk/Diana Iannucci/
Shana Smith
 - April teacher appreciation hosted by the 5th grade. Ice cream scoop event for the teachers.
 - May teacher appreciation (5/5) - Cinco de Mayo themed luncheon to be hosted by the 1st grade.
- School Pictures (4/20) Diana Iannucci/Shana Smith
 - Pictures went well and completed by 1pm.
- Strawberry Fest (6/10) Autumn Struk/Colleen Mattatall
 - Subcommittee chairs –
 - Vendors - Rebecca Anderson
 - Face painting – Monika Shoham & Amy Burlingame
 - Food – Janet Carbo & Jamie Rogalski
 - Raffles – Diana Iannucci & Stephanie Conashevick
 - Prizes – Shana Smith
 - Cake walk – Fran Schwarzhaupt
 - Flyers – Fran Schwarzhaupt & Christen Sousa
 - Setup and clean-up committees are needed (setup the night before).
 - Dunkin Donuts in Manchester will donate donuts.
 - Room parents will be contacted to help with signups and volunteers.
 - Cut strawberries – Christina Carreiro to ask mother-in-law.

- Suggestion Box (5/15) Colleen Mattatall
 - Nathalie Trevitazzo nominated for 2017-18 1st year co-president.

Talent Show (5/3)

Christina Carreiro

- Talent Show to be held on 5/3. 90-minute show consisting of 35 performers (16 acts). Acts consisting of singers, dancers, magicians, and piano playing. Performers range from K-4. Signs will be made by the kids. 12 art pieces for the artist corner. Rehearsals will be held next week. Ms. Thakur will MC the event. Autumn Struk is the ticket manager. Ticket sales - \$5 adults with kids free.
 - Gifts for the kids who are participating. Dance 10 will give us a donation towards t-shirts. T-shirt vendor went to EW will create the shirts for reduced cost at \$6 each. Academy of Arts in Old Wethersfield will donate to offset costs. We will promote the Academy of Arts' summer camp, Dance 10's dance camp, and a piano instructor on the Talent show programs.
 - Will be sent to Leslie at add to Tiger Topics
- Tiger Topics Leslie Williams
 - Sunday deadline 4/23. Send to Leslie for publishing items in this month's Tiger Topics edition.
 - TV Turnoff Week (5/1 - 5/7) Jamie Rogalski/Colleen Mattatall
 - Everything planned for week. Flyers have been sent out. Pizza food truck for dinner on the lawn. Registered with National TV Turnoff Week. Sending some additional flyers to remind people. Will be posted on Facebook and Tiger Topics.
 - Yard Goats Baseball Game (5/21) James Langdo
 - EW Family Night at the Yard Goats. 5/21 at 1:35pm. Game against the Akron Rubberducks (Cleveland Indians affiliate). Kids will run the bases after the game. Mid 4th inning EW group welcome on the big screen. EW will receive \$2 for each ticket sold (\$3 if we sell 125+ tickets). Flyers to be printed by the Yard Goats will be distributed after approval by Neela. Yard Goats mascot will make an appearance at EW to support the game. Will submit the flyer to Tiger Topics and Facebook.
 - WSPC (5/4) Darka Jara
 - Need someone to attend the WSPC meetings (2nd Thursday at noon). Events discussed for all of the schools. If anyone wants to attend, see Darka.
 - WSPC Volunteer Recognition nominations due ahead of 5/10 8pm ceremony at Webb.

Fundraisers

- Butter Braids Darka Jara
 - Fundraiser went well. Sold \$1251
- Mixed Bags Darka Jara
 - Fundraiser sold \$1677.08

New Business

- Vote: Heart Monitors
 - Autumn Struk made motion to use funds to purchase the heart monitors. Fran Schwarzhaupt seconds motion. Approved.
- Vote: WSPC Volunteer Recognition
 - EW PTO voted to nominate Leslie Williams for 2016-17 WSPC Volunteer of the Year
- Bike/Walk to School Day (5/10)
 - Rain or shine. All elementary schools.

- Dollars for Scholars (5/24 7pm at Pitkin Community Center)
 - Benefit for graduating seniors. Almost all graduates going to college received a scholarship. Michele Lavoie is the contact.
- Erica Mcgregor Benefit (4/25)
 - Fundraiser at Bertucci's to help Erica and her family after her kidney transplant. A flyer went out to all elementary and middle school. Eastwood Printing donated the flyers. Steve Raccagni made the signs for the benefit. A meal signup is available with many dietary restrictions. A cooler will be left outside to make sure she doesn't miss the meals.
- New Britain Bees Baseball Game (6/6) Ms. Mary Fox
 - Flyer will be sent. Ms. Fox selling tickets. EW will sing at the game.

Open Forum

- Suggestions for Ms. Fox retirement needed.
- Next PTO is 5/11 7pm.
- May 4th Field Day – need parent volunteers for the water stations (2 stations – 2 parents per station). 12:30-2:30pm 8 volunteers needed.

Closing Remarks

Adjourn: 9:12 p.m.

Darka Jara/Colleen Mattatall

**Tiger Topic submissions are due by the Sunday after the PTO meeting.
Email to: tigertopics@ewpto.com**