



Emerson-Williams PTO Meeting
 Thursday, May 11th, 2017
 Minutes

Attendees

| | | |
|------------------------|--------------------|----------------------|
| Burlingame, Amy | Langdo, James | Trevitazzo, Nathalie |
| Conashevick, Stephanie | Mattatall, Colleen | Williams, John |
| Fazzina, Caroline | Pikos, Chrissy | Williams, Leslie |
| Gallagher-Cuadras, Amy | Shoham, Monika | |
| Iannucci, Diana | Struk, Autumn | |
| Jara, Darka | Thakur, Neela | |

Call to Order/Opening Remarks
 7:01 p.m.

Darka Jara/Colleen Mattatall

- Peping is away on business this week. Colleen will read the Treasurer's report.
- Thank you from the PTO to:
 - Jamie Rogalski – planning a great week of TV turn-off
 - Rebecca Anderson – for your help at Yoga Night
 - Christina Carreiro – for an amazing Talent Show
 - The Rents band – for performing at Dinner on the Lawn
 - 1st Grade Parents – for teacher appreciation luncheon
 - Chrissy Pikos – for keeping all Facebook posts up to date
 - Darka Jara – for organizing a wonderful teacher appreciation week – handing out flowers and mixed bags
 - Leslie Williams – for her hard work on mixed bags and Tiger Topics
 - All EW families – who brought meals to Erica McGregor
- 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

Guest Speaker

Caroline Fazzina, Director of
Keane on Kids After School
Enrichment Program

- Successful program encompassing all the schools with a little over 1800 enrollments, with 600 individual students participating in the afterschool program. The program currently runs 3 days a week in each school.
- Fall program schedule will be finalized in July and the offerings brochure will be available in August. The program will start one week later than last fall (start date is determined by Parks and Recreation). Offerings will include minimovers, chess, yoga, dance, cooking, art, running club, crafts, Legos, computers, and mad science, among others. The programs will run the same days at all schools as this year.
- The program welcomes suggestions from the school community for program ideas or if someone wants to do a program.
 - Basic Spanish – Nathalie would like to teach a class
 - Caricature Drawing – recommended by Diana
 - Computer Coding – recommended by Monika
 - Adaptive Movement Parkour (AMP) – recommended by Autumn
- Slide show of this year's activities will be presented at the Board of Education meeting on 5/23. The presentation will be online.
- Some kids that don't go to the YMCA program are not participating in the program because they can't get to the schools for 4pm. Considering a prorated charge through the YMCA, for kids to go directly from the YMCA program for a predetermined day from 4-6pm for 6 weeks. Still working out details for 3 schools that have the YMCA program (and will work on the other 2 schools later).
- Contact Caroline Fazzina at kfafterschoolenrichment@gmail.com or 860-416-4510

Principal's Remarks

Ms. Neela Thakur

- Neela will not be available for the June PTO meeting.
- Survey data from the Look for the Good Project was presented at the Board of Education meeting on 4/25, to determine if teachers and students would like to do this project again in the future. Slide show presentation is available on the Board of Education site.
 - 4th, 5th, and 6th grade students were surveyed: 75% of students felt greater sense of kindness. 84% would recommend this to another elementary school; 100% of staff said that would like to do this. We are planning to do the project in some form next school year.
- Thank you to the PTO for the teacher appreciation week events (5/1-5/5).
- Thank you to Jamie Rogalski for the events during Screen Free Week (5/1-5/5).
- Congratulations to Leslie Williams for the WSPC award. Darka presented her with the award.
- SBAC testing for grades 3-6 started this week for English Language Arts. The Math portion will occur next week with make-ups the following week. The testing is computerized and approximately 45 minutes a day. The students will follow their normal routine. Results will be available in August.
- Budget meeting on 5/15. Town Council will vote on the town wide budget. There is a possibility they won't vote by that date due to state level awards.

Secretary's Report

James Langdo

- Approval of 4/20 Meeting minutes motioned by Autumn Struk. Seconded by Stephanie Conashevick and approved.
- Sign-in attendance sheet distributed for each attendee to add their name and email address.
- Thank you to PTO from:
 - Grade 5 team: for teacher appreciation week flowers, student notes, and food.
 - Ms. Buckley: thank you to the 1st grade parents for the teacher and staff luncheon on 5/5.
 - Deb Byrne (Special Ed teacher): to the PTO and 1st grade for the teacher and staff luncheon on 5/5.
 - Ms. Foley: to the PTO for the flowers, tissues, hand written notes, and gifts during teacher appreciation week.
 - Grade 4th team: for the teacher appreciation week
 - Mrs. Jahne: For the bag and the teacher appreciation week (flowers, Kleenex, cards, pictures, and wearing purple)
 - Samantha Urban: for the Emerson Cheer Staff scholarship. She will be attending Endicott College in the fall majoring in elementary education
 - Ms. Emmanuel (6th grade): for the treats and gifts during teacher appreciation week
 - Jennifer Hammer (Literacy Curriculum Specialist): thank you to 1st grade parent coordinators for the teacher's appreciation lunch
 - Jeff Falk (EW Crossing Guard): Thank you for the gift card on walk your child to school day
 - Jerry: thank you for the mixed bag gift
- 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:
 - Class Pictures - \$2,229.14
 - Talent Show - \$700.00
- Expenses:
 - Dollars for Scholars - \$500
 - Safe Graduation - \$100
- Net income: \$-5,205.73
- Total assets: \$41,731.91

Committee Reports

Committees

Chairs

- Assemblies
 - Internet Safety Concepts: Empowering Smart Online Choices – Assembly educating parents and students about on-line dangers. Presentation by Scott Driscoll for 5th and 6th grade students at the elementary school level. Mr. Driscoll provides presentations for both adults and children. We would choose the parent/teacher presentation, to give parents the tools and knowledge about current applications that children are using. Applications used are changing constantly and this would help parents who are not keeping up with the technology.
 - October 10th from 3-4:30pm. We would need to advertise ahead of time. Parents would need time to get sitters. Possibility of having sitters in the building. \$1000 for the 90-minute presentation for parents and teachers. The student presentation is 60-minutes for 5th and 6th graders for \$650. Pay nothing in advance. Pay due after 6/30.

- Beautification Committee Colleen Mattatall
 - School beautification ideas:
 1. Planters - decided not to go ahead with purchasing planters.
 2. Paint the Kindergarten courtyard blacktop - Monika Shoham has created a design. Supplies will be purchased in June.
 3. Printed posters from the Gratitude Wall - make small posters and distribute throughout school. Monika displayed the board containing the post it notes from the gratitude wall. Amy had the board printed.

- Budget Committee Peping Dee
 - Budget committee met to determine the 2017-18 PTO budget. Noted that the budget is a guide than can help a non-profit plan but the approved budget is a guide and not written in stone because focus may change over the year.
 - Budget committee discussed the purpose of the PTO and PTO events – to fill the gap between public school and love of learning.
 - **Continue in 2017-18:**
 1. Family Fun Monthly Events – not fundraisers. Used to build community (i.e., ginger bread houses, bingo night, etc.)
 2. Wish List program
 3. Nutmeg Books – added to budget for next year.
 4. Safe Grad Flocking
 5. Assemblies – High tech high touch. Hip Hop will be skipped next year and replaced by another event (Color Run).
 - **New in 2017-18:**
 1. Flower Power fundraiser for next spring.
 2. Color Run (change Jog-a-thon to Read-a-thon) – applied for Keane grant
 3. Puerto Vallarta Night
 4. Soup Fundraiser.
 5. UConn Hockey game.
 - **Changes in Expenses:**
 1. Reduction in budget for printing costs, community donations, misc events/projects, and cheer-teacher.
 2. Added Nutmeg Books (\$1500)
 3. 6th grade activities (\$2475 from the general fund).
 4. Art Show (\$300)
 5. Assemblies item is new line item – bring to \$2000.
 6. Family Fun - \$1500.
 - Offer advertising in Tiger Topics to bring in additional funds.
 - Vote: Approval of PTO 2017-18 budget as presented motioned by Leslie Williams. Seconded by Autumn Struk and approved.

- Cheer-Teacher Appreciation Darka Jara
 - Teachers and staff received flowers, tissues, notes and mixed bags during teacher appreciation week (5/1-5/1). All 70 teachers in the school received flowers. Students dressed in teacher's favorite color.
 - Principal's Day, Secretary's Day and Nurse's Day all coming within the week.
 - Jimmy Discenza received a gift card from the PTO for his upcoming marriage.

- Family Fun Committee Colleen Mattatall
 - Book Swap and Game Night on 5/12 was cancelled. We will plan for the fall instead. Ms. Charbonneau has books to donate for the book swap. We will hold onto all books until the fall.

- Nomination Committee (5/15) Darka Jara
 - Looking for nominations for 1st year president, secretary and treasurer. We have had two nominations for 1st year president: Nathalie Trevitazzo and Autumn Struk:
 1. **Nathalie Trevitazzo** – “I nominate Nathalie Trevitazzo for PTO President. I have known Nathalie for 17 years and she has always been a giving, caring and reliable person. She is the first to volunteer help whenever any Is needed; She has stepped in and helped with my younger 2 children whenever I needed It and I trust her 100% as both a caregiver to my children as well as a role model. She is disciplined in her ways, structured in her family life, and has the ability to 'juggle' a lot of balls at once. She is committed to the good of the children and PTO and is a responsible individual. Therefore, I strongly believe she would be a great asset to EWPTO.”
 2. **Autumn Struk** – “I would like to nominate Autumn Struk for President if she will accept the nomination. She exemplifies what the PTO should be...a team of parents and teachers who partner together to make Emerson-Williams a great place for our kids.”
 - Nominations can be submitted until 5/15. We will vote at the June PTO meeting (6/8).

- Room Parents Autumn Struk/Diana Iannucci/
Shana Smith
 - A successful Cinco De Mayo teacher appreciation lunch on 5/5. June’s teacher appreciation will be on 6/2 for anyone who wants to participate. Neela to alert staff that it might be snacks only. Email to be sent to room parents.

- 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
 - This year’s event will have a dunk tank, rock wall, inflatable obstacle course, 2 carnivals booths with games, artist, pucker powder (build your own), 2 raffles (must be at the raffle to get prize or have someone get your prize. Don’t need to be present for the 50-50 raffle).
 - Wethersfield Cadets to help with vendor setup.
 - Monika’s husband’s business donated face painting kits.
 - Setup on Friday day and night as much as possible. Less volunteer intensive and more cost effective while bringing in more events.
 - Price \$5 per child (\$10 max per family) – in advance. Price \$5 per child (\$15 max) – on the day.
 - Layout will be changed. No parking on campus. Parking – send out go to guide for strawberry fest and map. Will be published the week of the event. Maybe a shuttle for volunteers to park and be shuttled in.

- Suggestion Box Colleen Mattatall
 - Requests to nominate Nathalie and Autumn for 1st Year Co-President. Nominated by other people and both would like to be considered for the position.

- Tiger Topics Leslie Williams
 - Sunday deadline extended to Monday 5/15. Send to Leslie for publishing items in this month’s Tiger Topics edition.

- TV Turnoff Week (5/1 - 5/7) Jamie Rogalski/Colleen Mattatall
 - Received check from Froyo (\$70). Yoga only had 5 kids. Wednesday's Talent Show was successful. Dinner on the Lawn (with the Rent's and pizza truck) only had half as many people as in the fall. Bowling on Friday. Scavenger Hunt on Saturday. Consider doing TV Turnoff Week one week earlier next year or maybe 1 day only (screen free Monday or Friday). Don't have teacher appreciation and TV Turnoff in the same week.
- WSPC Darka Jara
 - Meeting is the last week in May. Darka will co-chair again with Caroline Fazzina. June luncheon to discuss what day the meeting will be held in September. Will keep posted for the fall date and time.

Fundraisers

- Book Fair (Fall) Heidi Dreger/Darka Jara
 - 9/9 – 9/15 book fair. Need volunteers for the fall.
- Jog-a-thon (6/1) Darka Jara / Leslie Williams
 - 6/1. Flyers to go out soon. Sign up for Jog-a-thon and ask for sponsor (all online). Pipe cleaners and beads have been purchased. Need volunteers to pass out water to the kids. Mr. Coursey will have a list of times when kids are doing the event.
- Talent Show (5/3) Christina Carreiro
 - Talent show was successful. \$700 profit. \$390 total cost. Left over shirts. No year was printed on the shirts so can reuse for following year. 30 performers (13 groups). Had a teacher act (instrumental). Many staff volunteers. Artist corner and cheerleaders.
- 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. EW group welcome on the big screen in mid-4th inning. EW sold 137 tickets and made \$411. Tickets will be distributed Monday. Yard Goats mascot (Chompers) made an appearance at EW on 5/5.

New Business

- Dollars for Scholars Darka Jara
 - 5/24 7pm at Pitkin Community Center. Darka to represent the PTO. This year's scholarship will be presented to Kady Allen.
- Teacher's Lounge Autumn Struk
 - Teachers support the idea. The lounge will be redecorated in late June or early July. Autumn has been making purchases for it. The purpose is to create a relaxing, fresh, nice place for teachers. Anyone with artistic ideas, please let us know. We can hang items on the wall but can't paint from floor to ceiling.

Open Forum

- Next PTO is 6/8 7pm.

Closing Remarks

Adjourn: 9:31 p.m.

Darka Jara/Colleen Mattatall

Tiger Topic submissions are due by the Sunday after the PTO meeting.

Email to: tigertopics@ewpto.com