



Emerson-Williams PTO Meeting  
 Thursday, October 12<sup>th</sup>, 2017  
 Minutes

**Attendees**

Alvarez,Nora	Echevarria,Marisol	Reyes,Gustavo	Struk,Autumn
Burlingame,Amy	Gilbert,Beth	Root,Elisa	Thakur,Neela
Carreiro,Christina	Harlow,Courtney	Schwarzaupt,Fran	Trevitazzo,Nathalie
Conashevick,Stephanie	Langdo,James	Schwarzaupt,Mike	Williams,Leslie
Cunningham,Rose	Mattatall,Colleen	Semtsiv,Julia	
Dee,Peping	Murtha,Tory	Shoham,Monika	
Dukes,Christine	Peacock,Kathleen	Smith,Shana	

**Call to Order/Opening Remarks**

Colleen Mattatall/Autumn Struk

7:01 p.m.

- Board introductions.
- The board will clarify rules for voting and explain why we are voting before any voting occurs.
- Thank you email distributed for the contributions from various PTO members this past month.
- 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.

## Officers' Reports

### **Principal's Remarks**

Ms. Neela Thakur

- Welcome to the many new PTO members.
- Board of Education meeting – acknowledged a nice job for Cyber Safety event. We had approximately 90 people in attendance. Thank you to Monika Shoham for coordinating and planning the event. Wethersfield Assistant Superintendent of Curriculum & Instruction Sally Dastoli was present and thanked the EW PTO for bringing an important presentation to the school. Ms. Dastoli expressed that all schools should bring this event with an evening offering. There was a lot of information but important info in the 90-minute session. What are next steps for parent and student education?
- State budget – no state budget movement. Wethersfield Schools still under a budget freeze. We currently do not have a Math tutor but hoping to re-hire Mrs. Burnham when the freeze is lifted. There is a significant impact to students who could benefit from tutoring and we currently do not have that support. EW math teachers are working harder to make sure each student gets that extra support. EW did not lose any classroom teachers because of the budget issues.
- SBAC 2017 – EW Improvements Per Grade Level flyer was distributed. EW ranked higher than the district average and state average for both ELA and Math, representing the percentage of students who were at level three or above (four performance levels in all). EW did rank 5<sup>th</sup> out of the 5 schools in Wethersfield for this past year.

### **Secretary's Report**

James Langdo

- Approval of 9/21 Meeting minutes motioned by Fran Schwarzhaupt. Seconded by Shana Smith and approved pending correction: add Monika Shoham to the 9/21 attendees.
- Sign-in attendance sheet distributed for each attendee to add their name and email address.
- Thank you to PTO from:
  - Mrs. Copland, Mrs. Errickson, Ms. D'Alesandro, Mrs. Byrne, Mrs. Ciarcia, Ms. Emmanuel – for the start up cash for classroom supplies.
  - Mrs. Nunn – for the basket of mums in recognition of the passing of her father-in-law.
- A Dropbox is available for all committee files. Committee chairs should contact James for access to any of the committee folders.

### **Guest Speaker**

Ms. Root, 2<sup>nd</sup> Grade Team,  
PTO Teacher Liaison

- Look for the Good – the kick-off will occur on 11/9 2-2:30pm. The program will run from 11/13 through 11/17, with an assembly tentatively scheduled for 11/20. Discussions on how we are going to continue the program during the year. We have received the notes and tape from the PTO. Need volunteers during the week of 11/13. Plan to work with student council. Posts will get collected and will be brought by student council to the main office but will need some families to post them each morning.
- Rocks and Roses - committee is also interested in the program and how it connects back to the Look for the Good project.
- Unity Day – Wednesday 10/25. Students will trace hands and will add an act of kindness. The traced hands will be collected. Ms. Mierzejewski will be there to help.
- Read for the Record – Thursday 10/19. EW will take part in the event with schools across the nation to read a book together. Quackers by Liz Wong. Each grade will receive a copy to read during the day. At the end of the month, grades will be buddied up to work on an activity. Book club throughout the remainder of year.

## Treasurer's Report

Peping Dee

- Income:
  - \$9633.59
  - Student Directory - \$1100
- Expenses: \$5870.17
  - Assemblies - \$1950
  - Teachers Fund - \$900
  - Nutmeg Books – \$1352.36
  - 3rd column added – increase of \$200 to budget for Read for the Record so wanted to highlight in the expenses.
- Net income: \$3763.42
- Total assets: \$40,332.17
- Reminder to complete the required forms and allow 1-week notice for cash box and request for reimbursement.

## Committee Reports

### Committees

### Chairs

- Student Phone Book/Address Directory Fran Schwarzhaupt/Colleen Mattatall
  - 80% participation. 344 EW students listed in the directory. The directory is at the printer and after approved will take 3 days to print.
- Color Run (9/30) Autumn Struk
  - Fun free family event. Event non-committee members helped to setup and cleanup. Thank you to the Keane Foundation. The committee strongly wants to do this event again. 360 runners were registered but did not have all due to the weather. A drone captured video of the event which was distributed on Facebook.
- Family Fun Committee Jessica Rivera/Collen Mattatall  
(Game Night & Book Swap – 10/20)
  - Game Night and Book Swap (10/20 6-8:30pm) - Beth Gilbert is chairing Book Swap. Leslie Williams is chairing Game Night. Your Friendly Favorite Tabletop Shop will provide the games. We need 6<sup>th</sup> grade volunteers to come learn the games and help families learn how to play the games. Beth has been gathering books. A notice on how to donate books will go out tomorrow. Any books remaining will be donated to the teachers for their classrooms. If anyone would like to help, please contact Beth.
- Assembly Monika Shoham/Colleen Mattatall
  - Cyber Seminar - would it be possible to do this event again? Possible parent seminar in the evening or maybe a presentation for 5<sup>th</sup> and 6<sup>th</sup> grade children (can see if the presenter would include 4<sup>th</sup> graders). We might consider the Keane Foundation. A presenting for children is 1 hour at a cost of \$650. Monika mentioned that presenter's info should be added to Tiger Topics and EWPTO website and that he is available for questions. Monika to send to Leslie for Tiger Topics.
  - Antonio Rocha Assembly– storyteller and mime. Lots of laughter. Was a very successful event.
- Apparel Courtney Harlow
  - New company for this year. We will have official dates and more info at the November meeting. The target is for Christmas purchasing.
- Movie Night (10/13) Leslie Williams/Jessica Rivera
  - Family Movie Night set for 10/13 6:30pm at Webb. Free town wide event. Go to the PTO Facebook page for a link to get free tickets. Madres Latinas with Hamner and EW sponsored the event and will show the movie 'Book of Life.' Flyers and

information sent out to all Wethersfield schools and many organizations, including posts on the PTO Facebook page.

- Holiday Store (11/16) Karen Dicenso
  - Thursday 11/16 before Thanksgiving. Beth Gilbert will confirm if this date is correct. Holidays on Main is 12/7. Proposal to move this date to 11/30
- School Pictures (9/28) Diana Iannucci/Chrissy Pikos
  - 11/16 is retake day. Very smooth event. We will let everyone know before the pictures arrive to keep a watch for them in backpacks.
- Talent Show (2/9) Christina Carreiro
  - Scheduled for 2/9 (2/15 is snow date). Survey went out this summer. Art show will also be included. No judges and no t-shirts. More people are expected this year. Need an MC. A save the date will be distributed by the end of the month. Practice sessions on stage will be held.
- Community Outreach Nathalie Trevitazzo/Leslie Williams
  - Reached out to Town of Wethersfield for items in need. Looking to do a collection fund but will have more info at next meeting. Food and clothes needed for Thanksgiving. Items that they most run out of or need will be asked for, including personal care items and in season clothing. They provided us with a listing of needs.
- Box Tops (through 10/24) Beth Gilbert/Christen Sousa/  
Julia Semtsiv
  - Notices went out today. Box Tops contest will run now through 10/24.
- High Tech High Touch Peping Dee/John Williams
  - Topics have been confirmed with the vendors for March events. Scientific experiments, weather, etc. 1<sup>st</sup> payment due in December and 2<sup>nd</sup> payment in April. Description of events, when the event will take place, and what the kids will be learning will be sent home.
- EW Scarecrow on Main Autumn Struk
  - Classes voted (Mike Schwarzhaupt had made this suggestion at the previous meeting). Theme will be Stripes and Buddy Bench. Thanks to everyone who joined to help. The EW scarecrow will be available through November 7<sup>th</sup>. Wednesday 10/25 is the awards day.
- Tiger Topics Leslie Williams
  - Submissions needed for this month: Nurses letter, Getting to Know bios – Mary Lacy (Neela to take photos and send to Leslie), Box Tops, save the date for Holiday Store, and Talent Show save the date needed.
  - Cub reporter meeting will be soon.
- Sixth Grade Activities Darka Jara/Janet Carbo/Paige Fleming
  - Activities all by the end of 2017: selling pies, poinsettias, pasta dinner, wreaths
  - Children have a social – pumpkins and donations to CCMC. End of October.
  - Darka to send info to Leslie for Tiger Topics.
- Yankee Candle Darka Jara
  - \$5000 sold (EW 30% profit). Delivery by next week.
- WSPC Darka Jara
  - 11/1 7-9pm– Board of Education forum at Webb. Meet Board of Education candidates. Asked PTO for questions to bring to the meeting. Need questions by 10/25. Town wide event with refreshments after the meeting.
  - Amy Burlingame also attended the recent meeting with Darka.

## Fundraisers

- Membership Colleen Mattatall
  - Completed in September. Brought in just over \$2000. Centurelli family won the \$100 raffle but decided to give the money back to the school for a family in need.
  - \$50 or more donation received a reusable shopping EW bag (will be delivered by late October). \$25 or more donations received a EW magnet. Any donation receives a receipt for tax or matching donations.
- Soup and Cookies (10/16-10/27) James Langdo
  - Flyers and packets/order forms distributed today. Starts on 10/16. Ends on 10/27.
  - 11/30 pickup. Will send out a flyer to remind about date and time 5:30-7:30pm.
- Scoops & Sprinkles (11/14 tentative) James Langdo
  - Scoops and Sprinkles on the Silas Deane Highway in Rocky Hill is having a Battle of the Schools and invited all 5 elementary schools in Wethersfield to participate. Each school would have their own day in mid-November with select hours (3-9pm). The school will receive 10% of the profits for that day. The school with the most sales would get an additional 10% of the overall weekly sales. They will confirm the 11/14 date after receiving confirmation from the other schools participating.

## New Business

- Spring Book Fair Survey Autumn Struk
  - Great book fair in the fall. Looking to do one in the spring. Heidi is talking to Scholastic to see if we can do another book fair after April 1<sup>st</sup>. Buy 1 get 1 free. 10% credit for books purchased. Is this something we should do? Setup is extensive (4 hours+). Due to Strawberry Fest and SBAC testing, the event would need to be close to April 1<sup>st</sup>. Maybe incorporate with parent teacher conferences in March? Amy Burlingame volunteered to help Heidi. Need response by next week. A survey at PTO asking if we should have this Spring book fair: 11 yes, 13 no. This info will be brought back to Heidi and committee to make the final decision.
  - Maybe have the event during TV turnoff week / Dinner on the lawn. Darka mentioned that they tried this in the past, but it was not successful because everyone going to dinner did not want to come back inside for the book fair. Having during Strawberry Fest was too much of security concern.
- PTO Closet Autumn Struk
  - Cleaned out and ready to move on Thursday 10/19 evening at 7pm. Or any time after 7pm. Contact Autumn if need more info.
- Keane Foundation Grant Colleen Mattatall
  - Have a Gratitude Rocks event. Kids will think of something they are thankful for and paint a gratitude rock. Ms. Root asked if rocks could be painted in art class. She will ask Ms. Richards.
  - Random Acts of Kindness – roses will be donated. Each grade will get a dozen roses to give randomly.
  - EW will find out in December if we get the grant.
- Erica McGregor Puerto Vallarta Fundraiser (11/7) Colleen Mattatall
  - Erica has a 3<sup>rd</sup> grader at EW. She received a kidney transplant early this year. 20% of all revenue at the Puerto Vallarta 11/7 fundraiser will go to Erica.
- Read for the Record Update Colleen Mattatall
  - Ms. Root had talked earlier in the meeting about this event. EW is registered and ready to read. Books have been ordered.

- Creative Arts Council Vacant
  - Shana Smith talked about Council. Current drive with booth at Cove Carnival. Jars to collect for each school.
- Amy asked which school had read the most books during the library summer reading program. EW won and had read the most books.

**Open Forum**

- Next PTO meeting is Thursday 11/9 7pm.

**Closing Remarks**

Adjourn: 8:49 p.m.

Colleen Mattatall/Autumn Struk

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