



Emerson-Williams PTO Meeting
 Thursday, May 10th, 2018
 Minutes

Attendees

Burlingame, Amy	Gallagher-Cuadras, Amy	Root, Elisa	Sousa, Christen
Conashevick, Stephanie	Harlow, Courtney	Schwarzhaupt, Fran	Struk, Autumn
Fazzina, Caroline	Langdo, James	Shoham, Monika	Thakur, Neela
Fuentes, Yesenia	Mattatall, Colleen	Smith, Shana	Trevitazzo, Nathalie

Call to Order/Opening Remarks

Colleen Mattatall/Autumn Struk

7:05 p.m.

- Congratulations to Christina Carreiro, the 2017-18 WSPC Volunteer Award recipient for Emerson-Williams. Christina will receive the award at the 5/16 (7pm) ceremony at Webb Auditorium. She has chaired the Talent Show, Someone Special Dance, a part of the Nomination committee, copy crew, among other PTO activities.
- Peping Dee is away on business this month. Colleen Mattatall will read the Treasurer's Report.
- 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

Secretary's Report

James Langdo

- Approval of 4/19 Meeting minutes motioned by Shana Smith. Seconded by Autumn Struk and approved.
- Sign-in attendance sheet distributed for each attendee to add their name and email address.
- Thank-you cards from:
 - Maria Intino for Administrative Professionals' Day.
- 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: \$28,755.77
 - Scoops and Sprinkles - \$145.00
 - Box Tops - \$813.60
 - Strawberry Fest - \$100 donation
 - Main Street Creamery - \$189.60
 - Dance - \$221.58
- Expenses: \$28,264.99
- Net income: \$490.78
- Reminder to complete the required forms and allow 1-week notice for cash box and request for reimbursement.

Principal's Remarks

Ms. Neela Thakur

- The teachers and staff enjoyed the appreciation week. Thank you for the coordination.
- Thank you to Christina Carreiro for coordinating the Someone Special Dance. Good turnout for the dance. The DJ was very interactive with the kids. The photobooth wall was very successful.
- SBAC Week 1 has completed for Grades 3-6. English Language Arts. Week 2 is Math. Weeks 3 is Science.
- Budget meeting on 5/15. Superintendent Emmett will know if the budget remains or cuts will be needed.
- Board of Education meeting on Tuesday 5/8. Approved Phase 1 of the 10-year school analysis plan. Phase 1 involves looking at enrollment and projected numbers, building structural components, renovations, and redistricting.
- Thank you to Ms. Smith for the Art Show which will be held on 5/11 (5-6:30pm).

PTO Teacher Liaison

Ms. Elisa Root

- May/June Book Club – students will read A Bike Like Sergio's by Maribeth Boelts, a book about a moral dilemma, focusing on problem solving, responsibility, and accountability. Projects will be assigned for the lessons.
- Goal setting will soon occur for next year.
- Student Council Fundraiser raised over \$1200 for cancer.
- Grade 3 Recycling Project to collect cans and bottles. The deposit money will go towards the Wethersfield Food Pantry.
- Grade 2 Book Drive & Sale – book sale funds will go towards the Wethersfield Food Pantry.

Keane on Kids After School Program

Caroline Fazzina

- Keane on Kids Enrollment - enrolls students from all 5 Wethersfield Elementary schools. EW enrollment consists of 140 students as well as mini-movers with attendance mostly at the maximum per class. Keane programs run 3 days per week with the possibility of an additional day.
- Program Cost - no after school program will be more than \$10 next school year.
- Fall 2018 courses - the fall brochure will be available by 8/13. Registration is by 8/29.
- Student Profile and Contact Information - we had several snow days this past year. Parks and Recreation send an email to all students about cancellations. Many profiles are not correct in Parks and Recreation. Please update your contact info and check the information for accuracy.
- Program Ideas - if you have any other ideas for a new program, please let Caroline know. Ukulele class was very successful this year. Computer Coding class for grades 3-6 came from the EW PTO and the class is successful. Parent suggestions are welcome.
 - Magical Math – currently being piloted.
 - Spanish class – looking for teachers. Yesenia Fuentes will see if someone from her church is interested in teaching some classes.
- Scholarships – met with school social workers, teachers, and administrators to determine if anyone is need or could benefit from the programs.
- Amy Gallagher-Cuadras asked if reminders could be sent when programs are beginning, ending, or for makeup days.
- Shana Smith recommended more communication for the wait list.

Votes:

- Vote: New Standing Committees
 - 3 new positions (Fundraising Manager, Social Coordinator, Communication Manager) and Copy Crew. Positions are not being added to the bylaws. Copy Crew is not a new committee for next year but is added to the committee list for this year.
 - Colleen Mattatall motioned to add these 3 new committees for 2018-19. Fran Schwarzhaupt seconded the motion. 14 accepted with 1 opposed.
- Vote: Budget for 2018-2019
 - Budget as presented during the April PTO meeting, except for Dollars for Scholars, which has been increased to \$750. Note that the budget is not a balanced budget.
 - Colleen Mattatall motioned to approve the 2018-19 budget as presented during the April PTO meeting. Nathalie Trevitazzo seconded the motion. Motion approved.

Committee Reports

Committees

Chairs

- Nominating Committee
 - 2018-19 EW PTO board nominations: Fran Schwarzhaupt has been nominated for PTO Secretary. Chrissy Pikos has been nominated for 1st year Co-President. No nominations have been submitted for Treasurer.
- 2018 Committees
 - Committee signup sheet is being distributed for the 2018-19 school year. All committees from the beginning to the end of 2018-19 are included (chairs, co-chairs, and members), as well as the 3 new positions approved.

- Someone Special Dance (5/4) Christina Carreiro
 - The dance had a profit of \$250, which includes the \$200 from the raffle.

- Cheer Committee Autumn Struk/Christine Dukes
 - Teacher Appreciation Week
 - Super hero capes were purchased from Amazon
 - Love from the Oven Day – had good turnout. People that that don't normally do these events helped.
 - Bring a Favorite Something to your Teacher – teachers sent thank you notes to families
 - Garden Party (5/11) - bring in flowers or plants.
 - Administrative Appreciation Day, Nurses Appreciation Day, and Principal's Appreciation Day – Mixed bags were given.

- Sixth Grade Activities Darka Jara/Janet Carbo/Paige Fleming
 - No updates

- School Pictures (4/30) Chrissy Pikos/Diana Iannucci/
Shana Smith
 - No updates

- Community Outreach Nathalie Trevitazzo/Leslie Williams
 - Wethersfield Food Bank is low on food and in need. Posts will be added to Facebook.

- Tiger Topics Leslie Williams
 - Tiger Topics deadline is 5/13. We need submissions for the Presidents' letter, Principal's letter, Nurse News, Get to Know – Tiger Talk Blog, flyers such as Strawberry Fest raffle basket information and pre-sale wristbands, and any other event information. Please also submit any updated information for calendar Items or save the dates for events this year or beginning of next school year. Submit items to TigerTopics@ewpto.com.

- WSPC Amy Burlingame (Darka Jara)
 - Darka attended this month's meeting. Update was provided for last month about the upcoming budget meetings and WSPC awards ceremony. A volunteer for next year is needed to attend WSPC monthly meetings.

- Kindergarten Hand Print Project Amy Burlingame
 - Kindergarten handprints and names on 5/18. When the student is in 6th grade, handprints will be displayed next to their kindergarten handprint and given to them at the step-up ceremony at the end of 6th grade. A signup genius is available for anyone that would like to help.

- Art Show (5/11) Amy Gallagher-Cuadras
 - Art Show is on 5/11 from 5-6:30pm. This year's show will have a refreshment table. Two gift cards were donated from grocery stores to help us purchase these items. Art work is now displayed throughout the school and the goal is for every student to have one piece displayed. If anyone can help after school, please let Amy know.

- Strawberry Fest (6/9) Colleen Mattatall / Rhonda Dellaripa
 - Strawberry Fest will be held on 6/9 from 10-2pm. Flyers will be coming out next week. Volunteers signup sheets are available. Cake walk signups will be going home soon. Pre-sale bracelets are \$5 per child (\$10 family maximum or \$15 per family at the gate). Adults are free. Food, dunk tank, face painting, raffles, and cake walk will all have a cost. 3 inflatables will be available. Pizza, snacks, hot dogs, drinks, strawberries, and deserts at the cake walk will be served. The event has been scaled back from last year to require fewer volunteers. The committee will ask for high school student and police cadet volunteers. A performance from the high school band, alpacas, photo booth (\$1 per photo printed) are all new for this year.

- Book Fair (Fall) Heidi Dreger
 - Signup sheet will be created. Monika Shoham is working with Heidi on the fall book fair. Signup sheet will be distributed during Kindergarten orientation.

- Color Run (Fall) Autumn Struk
 - Event will be held on 9/8. One of the first back to school events. Planning will start in June. Volunteers are needed.

- Apparel Courtney Harlow
 - EW apparel will be sold at kindergarten orientation and teacher meet and greet days, during the 1st day of school (8/30 through 9/13), and then during vendor night. The company is the same as last year. Products sold include sweatpants, shirts, t-shirts, and pull overs and more. Courtney will ask about winter hats. Might consider adding more options. Same items will be sold for all three sales (each sale is 2 weeks long).
 - Courtney is planning to use the same logo as this year. Amy Gallagher-Cuadras asked if it's possible to offer two different logos. Amy to work with Courtney to talk about different logos.

Fundraisers

- Scoops and Sprinkles (4/20) James Langdo
 - EW night (4/20 from 3-9pm) at Scoops and Sprinkles sold \$723.56. EW profit for the event is \$145. Thank you to Shane and Kim at Scoops and Sprinkles. Thank you to the celebrity scoopers: Ms. Thakur, Ms. Nunn, and Mrs. Reynolds.

- Main Street Creamery (5/1) James Langdo
 - EW night (5/1 from 4-7pm) at Main Street Creamery profited \$189.60. Thank you to Michael and Kathy at Main Street Creamery.

- Yard Goats (5/20) James Langdo
 - Reserve tickets sold out and we were unable to get any more tickets for the event. Yard Goats offered standing room only for the additional families, so they could attend the game. Some decided to attend a different game. Next year we should reserve no less than 100 tickets due to the popularity of the event.

- Trinity Solar Monika Shoham
 - No updates

New Business

- Jog-A-Thon (6/12) Heidi Dreger
 - Amy Gallagher-Cuadras reporting for Heidi. Theme for the 6/12 event is 'Give It Some Sole.' There are posters in every classroom to track class progress. A flyer was sent home. Posters will be available by the end of this week (Posters with dry erase for kids to update their totals).
 - The event will be coordinated by parents this year. Volunteers are needed the day of the event. All pledges need to be cash. There will be a 1st, 2nd and 3rd place trophy for the class raising the most money/ Trophy will be displayed in the classroom. 1st place classroom also gets to read the morning announcements ; 2nd place – sit at teacher’s desk for portion of school day, and 3rd place – no homework pass.

Open Forum

- Ms. Root mentioned that a meet and greet will be scheduled for the incoming kindergarten class at the playground. Popsicles will be provided for the kids. Neela recommended having the meet and greet in July or August as an informal day for students to meet each other, so that no building use form will be required.
- 6th Grade Step Up Ceremony is 6/21 6pm at Webb.
- Yesenia Fuentes asked if we can have a description of all activities and committees. Colleen mentioned the information is available on the PTO website and will provide the location.
- Yesenia mentioned that a pledge drive could be held at the beginning of the next school year, with the goal of bringing in 10 local businesses that might sponsor the PTO. She said that it might be a good idea at the beginning of the school year for parents who own a business and might be a good way to bring them into the PTO. Any donation would be tax deductible and local businesses can be promoted at PTO events.

Closing Remarks

Colleen Mattatall/Autumnn Struk

Adjourn: 9:08 p.m.

Upcoming Events

05/11	Art Show. 5-6:30pm
05/20	EW at Yard Goats Game
05/25	Half Day of School
05/26	Memorial Day Parade
05/28	No School – Memorial Day
05/31	EW Field Day
06/02	Wethersfield Fireworks
06/07	EW PTO Meeting, Upper Media Center. 7pm.
06/08	Hip Hop Family Night
06/09	Strawberry Fest

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