



Emerson-Williams PTO  
Meeting Minutes for  
Thursday, Sept 6th, 2018

**Attendees**

Antonucci, Robert	Goxhag, Bese	Root, Elisa	Struk, Autumn
Burlingame, Amy	Helweg, Todd	Prestia, Gina	Szczepanski, Anna
Caravella, Emily	Hernandez, Andrea	Schwarzhaupt, Fran	Thakur, Neela
Conashevick, Stephanie	Lacy, Mary	Sementilli, Annamarie	Trevitazzo, Nathalie
Dee, Peping	Mattatall, Colleen	Shoham, Monika	Williams, Leslie
Dreger, Heidi	Murtha, Tory	Smith, Sarah	Zaparanick, Melissa
Fuentes, Yesenia	Pikos, Chrissy	Smith, Shana	
Gallagher-Cuadras, Amy	Pulino, Rosalia	Sousa, Christen	

**Welcome**

**Autumn Struk/Chrissy Pikos**

Call to order at 7:00 p.m.

- Introductions made around the room.
- Post it notes provided for parents and staff to write down their goals for the PTO/community.
- Everyone is an important volunteer and your time (no matter how big or small) is appreciated.
- Robert Rules of Order paperwork provided and explained.
- 2018-2019 Committee sign up sheet passed around, looking for more volunteers.

**Secretary's Report**

**Fran Schwarzhaupt**

- Approval of 06/07 Meeting minutes motioned by Autumn. Seconded by Sara and approved.
- Sign-in attendance sheet distributed for each attendee to add their name and email address.
- Thank-you cards from:
  - Grade 3 & 5 teachers -- for the Welcome Back Luncheon.
  - Mrs. Ann-Marie Moore – for the wind chime in honor of her father.
  - Chrissy Pikos – for the flower arrangement in honor of her mother.
  - Mrs. Maria Intino – for the spa gift card.
  - Ms. Elisa Root – for the Starbucks gift card.
- A Dropbox is available for all committee files. If you are a chair, please make sure you have access to your committee's file. If you do not, please email [secretary@ewpto.com](mailto:secretary@ewpto.com) to notify me that you need access.

**Treasurer's Report**

**Amy Burlingame**

- Copies of EWPTO approved budget for 2018-2019 provided.
- See vote section.

### **Principal's Remarks**

**Ms. Neela Thakur**

- Neela's goal: Continue to have more new faces in the PTO.
- Thank you to PTO for welcome back luncheon, to Autumn for sidewalk chalk greetings, to Colleen for coordinating kindergarten meet up in the summer, and Christen for coordinating K lunch helpers.
- Principle's Update sheet provided, touched upon the following topics:
  - Continued use of The Growth Mindset.
  - Staff will be focusing on 5 of the 16 Habits of Mind this year. They are listening with understanding and empathy, managing impulsivity, persisting, taking responsible risks, and striving for accuracy and precision.
  - Culturally Responsive Teaching (Ms. Root part of the committee.)
  - Social Emotional Learning (SEL) lessons for grades K-2.
  - New Phonics Instruction Program for grades K-1 (and soon grade 2.) Phonological Awareness – when a child realizes that a spoken word is made up of separate sounds (i.e. bat and brat.)
  - Benchmark Assessment System (BAS) Reading Assessment will replace the Developmental Reading Assessment (DRA) next year. This is the training year for Grades K-6.
  - Next Generation Science Standards (NGSS) for grades K-6.
- Update on BOE plan to restructure our 5 elementary schools and SDMS. At this time, multiple agencies are conducting an enrollment analysis of all neighborhoods in Wethersfield. Physical structures of school buildings are also being analyzed. Around April 2019, redistricting of children will happen in order to possibly demo and rebuild schools or remodel schools.
- You can always reach Neela by email or calling the school.

### **PTO Teacher Liaison**

**Ms. Elisa Root**

- Thank you to Autumn for sidewalk chalk greetings.
- EW has incredible new staff: Elizabeth D'Amato – school psychologist, Rosalia Pulino – ELL teacher, and Karen Dalke – PE teacher.
- Elisa's goal: to get more teachers involved.

### **Guest Speakers**

**Ms. Emily Caravella  
(Instrumental Music teacher)**

- Hip hop violinist, Rhett Price, approached Neela and Emily to provide an assembly for our school. Short video of Rhett was shown. He is based out of MA and looking to come in the fall, January or March. It's a 45minute assembly with Q&A for grades 3-6 for \$1500. Parents asked if assembly could be for all children (? maybe for performance but Q&A geared more to older children) or if we could team up with another school in town for a lower price.

**Mrs. Rosalia Pulino  
(ELL teacher)**

- Has worked in Cromwell schools for the last 16 years, mostly as a Spanish teacher but the last few years as an ELL teacher.
- She is the first ELL teacher for Emerson-Williams. Charles Wright is the only other elementary school in Wethersfield that has an ELL teacher.
- All books in our school are in English, zero in a different language. She is looking for help to purchase books that are in both English and another language.
- For next meeting, she will put together a proposal for how many books and cost. ? Wish List Committee to help.
- Scholastic Books have English/Spanish books only. Part of book fair proceeds to go to Ms. Pulino.
- List provided regarding 10 ways to use bilingual books with children.

## Votes:

- Vote: To purchase refurbished laptop for treasurer to use from year to year. Quickbooks is required by accountant. Desktop version going away next year. Cloud version costs ~ \$420 every year. Accountant does not recommend cloud version and offered to help with purchase of laptop. Discussion regarding donation of a used laptop from an EW family. Amy made the motion to purchase a used laptop for treasurer use only for \$250. Colleen second the motion. Vote passed.

## New Business

- **Book club purchases:** Over the summer, the PTO purchased the following books for the school, which tie into the Habit of Mind.
  1. Stand in My Shoes by Bob Somson
  2. My Mouth is a Volcano by Julia Cook
  3. You Can Do It, Bert by Ole Konnecke
  4. The Girl Who Never Made Mistakes by Mark Pett
  5. What Do You Do with a Chance by Kobi Yamada
- **Read for the Record:** Nationwide reading event that will take place on Oct 25<sup>th</sup>, 2018. The book chosen for this year's event is called Maybe Something Beautiful by Isabel Campoy and Theresa Howell. The PTO Board members purchased 12 books (8 English and 4 Spanish) for Emerson-Williams School.

## Committee Reports

- **Color Run** **Autumn Struk**
  - Saturday Sept 8<sup>th</sup> @ 10am.
  - Mr. Coursey to DJ and ice cream sandwiches provided from The Creamery.
  - There will be a raffle and donation jars to vote for your favorite characters (Stripes vs Clifford.)
  - 176 people participating so far.
- **Dinner on the Lawn** **Colleen Mattatall**
  - Sept 21<sup>st</sup> from 5pm-7pm.
  - Rents (band of parents) performing along with Ms. Caravella.
  - Casual get together, bring your own chairs/blankets/food.
  - No rain date.
- **Student Phone Book/Directory** **Colleen Mattatall/Fran Schwarzhaupt**
  - Deadline for sign up and advertising is Sept 21<sup>st</sup>.
  - Important for families to provide at least email so that room parents can reach you for classroom activities or other parents for birthday parties.
- **Picture Day** **Shana Smith/Chrissy Pikos**
  - Ted Morton photography to come on Sept 26<sup>th</sup>.
  - Volunteers needed during picture day.
  - Retake day Nov 15<sup>th</sup>.
- **Room Parents** **Autumn Struk**
  - Parents who partake in helping teacher thru the year in various ways. They are also the liaison between families and teacher in classroom. Question was asked regarding if any type of screening was done on people who want to be a room parent. Answer none at this time. Deadline to apply to be a room parent is Sept 14<sup>th</sup>.

- **WSPC** **Amy Burlingame/Colleen Mattatall**

  - Stands for Wethersfield Schools Parent Council which is 2 parents representing each school in Wethersfield who meet once a month, usually the first Thursday of the month.
  - Sponsoring Movie on the Green Sept 14<sup>th</sup> at 5:30pm. There will be a DJ and activities then movie at dusk.
  - Walk to School Day Oct 10<sup>th</sup> volunteers needed.
  - Scott Driscoll to speak with adults of 4<sup>th</sup> grade and older parents in November possibly.
  - BOE produces monthly newsletter and if you go to website, you can sign up to receive it via email.
  - District wide Special Ed classroom in Webb started this year.
  - Fred Bushy retired, who was the physical maintenance person shared among all Wethersfield schools.
  
- **Apparel** **Courtney Harlow/Nathalie Trevitazzo**

  - Website up and running for Color Run. Samples for Color Run available except there was a glitch getting second logo on grey sweatshirt. Courtney working with company.
  - Apparel will also be available for Open House.
  
- **Courtyard** **Monika Shoham/Amy Gallagher-Cuadras**

  - The courtyard is the outside area in the middle of the school which can only be accessed from the Media Center and 3<sup>rd</sup> grade hallway.
  - Teachers approached PTO last year to work together to come up with a way to update the area so that they can use it with the children.
  - It has been very difficult for committee to find a landscaper willing to do project due to location of area, which would be very labor intensive and costly.
  - Smitty's Landscaping only company which designed a proposal that seemed to meet our goal for low maintenance and provided in depth breakdown of cost. This proposal was presented to Mr. Emmett who came to the school to evaluate space.
  - Monika and Amy were invited to a staff meeting to present proposal to teachers.
  - Painted rock project part of plan. Other suggestions still welcome, ? check to see if possible to add turf.
  
- **Tiger Topics** **Chrissy Pikos**

  - Please email updates to [tigertopics@ewpto.com](mailto:tigertopics@ewpto.com) by 5pm on Sunday Sept 9<sup>th</sup>.
  
- **Scarecrow Committee** **Autumn Struk**

  - Thank you to Melissa Zaparanick for volunteering to chair this committee.
  - This committee will design an EW Scarecrow to put on display on Main St in Old Wethersfield for the month of October.
  
- **Cheer committee** **Autumn Struk**

  - Organized welcome back luncheon for teachers on Aug 27<sup>th</sup>. So much food was donated that the staff was able to enjoy the food for a few days. Thank you to all who contributed.

## Fundraisers

- **Book Fair** **Heidi Dreger**

  - Book fair will be held from 9/7 – 9/14. Setup is on 9/7. Cleanup on 9/14. Sign-up sheet has been created. Enchanted Forest theme.
  - Kids can dress up on Monday for any donation/dollar amount. If \$200 made, Neela will dress up as a Fairy.
  - All for Books is part of the Scholastic program, essentially a separate fundraiser, in which Ms. Pulino will get 100% of proceeds to pick books for her classroom.
  - Electronic payments via E-wallet can be made this year which is new. Parents don't have to give cash to kids. They can add money to a card.
  - Online has ecard and phone app also.
  
- **Vineyard Vines Fundraiser** **Diana Iannucci**

  - Sept 25<sup>th</sup> 6-9pm 10%off purchase and 10% proceeds go back to school.
  
- **Membership** **Colleen Mattatall**

  - Direct donations can be made to PTO in lieu of fundraising.
  - Form came home in Tiger Topics and deadline is Sept 21<sup>st</sup>.
  
- **Comedy Night** **Monika Shoham/Yesenia Fuentes/  
Amy Gallagher-Cuadras**

  - Scheduled tentatively for Friday Oct 19<sup>th</sup>.
  - Committee currently researching Improv groups which could determine where comedy night would take place.

## Closing Remarks

Adjourn: 9:30 p.m.

**Autumn Struk/Chrissy Pikos**

## Upcoming Events

Sept 8th (10am-12pm)	EW Tiger Trot/Color Run	PTO sponsored
Sept 10th - Sept 14th	Book Fair	PTO sponsored
Sept 12th	Open House Grades K-2	
Sept 13th	Open House Grades 3-6	
Sept 14th (@ 530pm)	Movie on the Green	WSPC sponsored
Sept 21st (5pm-7pm)	Dinner on the Lawn	PTO sponsored
Sept 22nd (10am-5pm)	Cornfest	Town sponsored
Sept 25th (6pm-9pm)	Vineyard Vines Fundraiser	PTO sponsored
Sept 26th	Fall Picture Day	PTO sponsored
Oct 6th - Nov 11th	Scarecrows on Main	Town sponsored
Oct 8th	No School	
Oct 11th	PTO Meeting	

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

**Email to: [tigertopics@ewpto.com](mailto:tigertopics@ewpto.com)**