



Emerson-Williams PTO  
Meeting Minutes for  
Thursday, Oct 11, 2018

**Attendees**

Anderson, Rebecca	Dreger, Heidi	Root, Elisa	Thakur, Neela
Burlingame, Amy	Gilbert, Beth	Schwarzhaupt, Fran	Trevitazzo, Nathalie
Carreiro, Christina	Hernandez, Andrea	Shoham, Monika	VanBochoven, Nicole
Centurelli, Kathy	Khan, Samantha	Smith, Sarah	Williams, Jonathan
Collette, Peggy	Mattatall, Colleen	Struk, Autumn	Zaparanick, Melissa
Conashevick, Stephanie	Pikos, Chrissy	Szczepanski, Anne	

**Welcome**

**Autumn Struk/Chrissy Pikos**

Call to order at 7:01 p.m.

- High schoolers volunteering to baby sit for our monthly meetings.
- Reminder: We are all here to volunteer and we appreciate everything you do. Remember to be respectful to each other.
- Remember to be courteous to the speaker on the floor. Everyone will have a turn to speak.

**Secretary's Report**

**Fran Schwarzhaupt**

- Approval of 09/06/2018 Meeting minutes, with corrections, motioned by Sara Smith. Seconded by Colleen Mattatall and passed.
- Sign-in attendance sheet distributed for each attendee to add their name and email address.
- Thank-you cards from:
  - Grade 2 & 4 teachers for the Welcome Back Luncheon.
  - Mrs. Pulino for book fair donations to her new classroom.
  - Mrs. Corsair for book donations to the media center.
- 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**

- PC Warehouse computer purchased for \$160 and has been up and running as of Tuesday. Quickbooks software was updated to the 2015 version. Reconciliations in the process of being updated.

**Principal's Remarks**

**Ms. Neela Thakur**

- Handouts regarding 16 Habits of Mind. One sheet is a summarized version of the habits. EW staff did an analysis of defining and determining how to implement in classrooms. EW staff picked 5 habits to focus on with the students. During the first month of school, a brief intro of each habit

was introduced to the students. Then, there will be 5 week intervals for each habit over the school year. A parent email was sent out regarding dates when it will be rolled out. Parents need to go over with children at home. Pink handout reviewed the Habits of Mind in more depth.

- Official info not released yet regarding building study of the Wethersfield Elementary Schools which involves an enrollment study and building facility study of all elementary schools. A couple of things Mr. Emmett shared were, with almost 100% certainty, 6<sup>th</sup> graders will not go to SDMS. Also, after analysts evaluated all the elementary schools, a quote of \$32.9million estimated for renovations. Highcrest and Charles Wright are top priority of schools that analysts believe need the most repairs. Ex: we have a beautiful PT room but at Highcrest room needs to be demolished, roof leaking. Also, Highcrest and CW use portables. School capacities at this time: Hammer 75.7% EW 91.1% Highcrest 96% Webb 86% CW 74.1%. Redistricting will definitely happen in the future. Enrollment study shows EW has 431 students and projected to increase to 443. Proposals will be made that town people will vote on. One possibility is going down to 4 schools. Neela will keep us posted on status of these studies.
- Ms. Caravella at home after being in hospital for 4 weeks.

### **PTO Teacher Liaison**

**Ms. Elisa Root**

- Starting next week to mid-November, classrooms will focus on listening with empathy.
- Stand in My Shoes book regarding this Habit of Mind.
- Sept 21 International Day of Peace – Mrs. Reynolds organized project for EW.
- Falcon assembly rescheduled for Oct 19<sup>th</sup>.
- Oct 24 celebrating Unity Day regarding anti bullying.
- Oct 23-25 - parent teacher conferences.
- Oct 25<sup>th</sup> - Read for the Record.
- Mrs. Pulino was able to purchase bilingual books that will be kept in EW's library. The languages include: Spanish, Albanian, Polish, Croatian, Russian, Pashto, Karen, Tagalog, Cantonese, Arabic, Italian, Mandarin, Bengali, and Portuguese.

### **Committee Reports**

- **6<sup>th</sup> grade committee** **Stephanie/Nathalie/Paige**
  - Met regarding fundraisers. First fundraiser is Lyman Orchards pie sale.
  - Selling food at the holiday store, talent show, vendor night
- **Talent Show** **Christina**
  - Fliers just sent home.
  - Feb 8<sup>th</sup> night of talent show at Webb
- **Student Phone Book/Directory** **Colleen/Fran**
  - 70% participation, \$1350 raised with advertisers.
- **Picture Day** **Shana/Chrissy**
  - Ted Morton photography came on Sept 26<sup>th</sup>.
  - Retake day Nov 15<sup>th</sup>.
- **Room Parents** **Autumn**
  - Selections completed, info on FB and PTO website, teachers informed.
- **WSPC** **Amy/Colleen**
  - PTO for the town, rep from each school goes to meeting.
  - Bill of \$75 for membership will be sent to treasurer. Each PTO in Wethersfield pays.
  - Successful movie on the green (Coco).

- Sponsored Walk to School Day on Oct 10<sup>th</sup>. Also working with town to help improve safe routes to school. Example: No crosswalk or stop sign at Dix and Mapleside intersection. Request put in for painted walkway but not done yet.
- Scott Driscoll to come after the new year for internet safety presentation.
- Board of Ed plans to present findings done from facilities study (see Neela's notes also) at the Oct 23<sup>rd</sup> BOE meeting.

- **Board of Education**

**Peping/Colleen**

- WEF (nonprofit designed to raise funds and receive grants to add to school curriculum.) Ex: high school received car for automotive class. They are looking for big money grants and money sponsors. Check out their website, follow on FB.
- Oct 15<sup>th</sup> Rocky Hill and Wethersfield joint session at Rocky Hill community center from 7-9pm regarding drug use.
- Hanmer now has 3 kindergarten classrooms with 17 students each.
- WEC taking on new initiative for immigrant families to become more involved in schools, helping parents understand school expectations. Backpacks provided to families in need.
- ELL learners increased by 37 students between 2016-2017, total 320 ELL students which is 11% of our student population.

- **Tiger Topics**

**Chrissy**

- Please email updates to [tigertopics@ewpto.com](mailto:tigertopics@ewpto.com) by 5pm on Sunday Sept 9<sup>th</sup>.
- Cultural Corner, new thing. Reach out to Chrissy if you're interested.
- Send fliers to Chrissy

- **Scarecrow Committee**

**Melissa**

- Thank you to Melissa Zapanick.
- Located at 150 Main Street in front of Old Academy. Please water mums.

- **Cheer committee**

**Autumn/Colleen/Yesenia**

- Andrea and Tori joined.
- Gifts given to Ms. Caravella and to a family who lost a family member.
- Luncheons planned for Halloween, Thanksgiving. Feb 13<sup>th</sup> will be an angel/devil healthy brunch plus chocolate. May 6<sup>th</sup> Cinco de Mayo lunch or dip day.

- **Holiday Store**

**Beth**

- Karen Discenza will chair. Kids can go shopping, 6<sup>th</sup> graders to be elves and assist with shopping, volunteers needed to wrap.
- Nov 29<sup>th</sup> tentative date.
- Committee open to ideas or thoughts regarding "rush". Possibly have 2 different shifts.

## Fundraisers

- **Book Fair**

**Heidi**

- \$10863 books sold, (we get 25% back) about \$2700 profit.
- E-wallet (new way for parents to pay for books electronically) \$415 purchased via e-wallet this year.
- All for Books was successful, big hit. Scholastic books only offer English/Spanish bilingual books.

- **Vineyard Vines Fundraiser**

**Diana**

- \$220 raised. Diana and daughter sat outside of store at EW table giving out freebies.

- **Membership** **Colleen**
  - \$1440 raised. 8 families donated \$100. Andrea Hernandez's family won \$100 target gift card. Lanyards and shopping bag were given out according to how much money families donated for membership.
  
- **Paint Night** **Monika/Yesenia/Amy**
  - Friday Oct 19<sup>th</sup> 630p-8p
  - Monika's husband donating supplies, \$130 art set to be donated for raffle. Monika to be instructor. Fliers sent home, advanced ticket sales. \$20 per person, \$50 max per family.
  
- **Apparel** **Courtney/Nathalie**
  - 35 orders placed. \$122 raised, delivery to be determined. Final time for apparel sales.

**New Business:**

- **Candy buy back :** **Sam Khan**
  - Operation Gratitude charity that collects candy across the country which makes goodie bags to send to veterans. Can teachers collect cards from kids? Candy to be collected by Nov 7<sup>th</sup>. Sam will have drop box on her front porch. Neela suggested dropping off in front of school one evening since candy not allowed in school. Maybe room parents to help? Boxes needed. Colleen motioned to give \$100 for shipping costs, and if less goes back to general fund. Sara seconded. Vote passed.
  
- **Arts Grant** **Chrissy**

CT Arts For Learning – helps artists team up for assemblies. Last year we received an \$800 grant which funded an assembly. Looking for volunteer to find an artist (Neela has 2 more artist names for recommendations) and fill out paperwork. Melissa Zaparanick to look into it.
  
- **Vote: Art show vote** **Autumn**

Mrs. Richards asked for a few things thru wish list. \$300 in PTO budget for art show (it's every other year) but no art show this year. Beth motioned to move money for Mrs. Richards to use for art class. Rebecca seconded. Vote passed.
  
- **Vote: 6<sup>th</sup> grade committee vote** **6<sup>th</sup> grade committee**

Autumn stepping down for this section. PTO budget allotted \$2475 to 6<sup>th</sup> grade class this year. Question - should allotment be based on a per child amount (75 kids this year compared to 60 last year.) This is the class of families that raised money for big kid's playground. Christina motioned to increase PTO budget allotment to 6<sup>th</sup> grade committee by \$675. Seconded by Monika. Vote passed. Colleen motioned to set rate of \$42 per child in 6<sup>th</sup> grade class. Autumn seconded. Vote passed.
  
- **Vote: High Tech/High Touch** **Autumn**

PTO budget allotted \$3850 for STEAM this year. Peping negotiating with vendor on price, which is currently set for \$4344. Colleen motioned to increase STEAM funding by \$500 to allow High Tech/High Touch committee to schedule with vendor. Chrissy amended motion to increase by \$500 and if lower price negotiated, remaining money to go back to general fund. Seconded by Rebecca. Vote passed.

**Keane Foundation Carnival**

Happening this weekend Oct 12<sup>th</sup>-14<sup>th</sup>. Keane foundation is a Wethersfield organization that support children programs. Mrs. Keane founded this organization in honor of her husband who died in 9/11 attack. Volunteers needed for the Carnival so you can sign up on their website or check with Colleen.

**Open Forum:****PTO by laws:**

by laws amended and updated, changes proposed. Copies of by-laws with changes in main office. Request for families to review and email thoughts or suggestions to PTO board. Vote to pass updated by laws scheduled for November meeting.

**Cultural night:**

Chrissy looking for thoughts, ideas, interest to host a cultural night at EW. Please reach out to her if you are interested and have any ideas.

**Closing Remarks**

Adjourn: 8:59pm

**Autumn/Chrissy**

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