



Emerson-Williams PTO
Meeting Minutes for
Thursday, Sept 5th, 2019

Attendees

Anderson, Rebecca	Harlow, Courtney	Schwarzhaupt, Fran	Thakur, Neela
Burlingame, Amy	Hernandez, Andrea	Shoham, Monika	Williams, Leslie
Carrerio, Christina	Mattatall, Colleen	Struk, Autumn	Zaparanick, Melissa
Conashevick, Stephanie	Pikos, Chrissy	Smith, Shana	
Egan, Angela	Root, Elisa	Szczepanski, Anna	

Welcome

Chrissy Pikos/Rebecca Anderson

Call to order at 7:02 p.m.

- Chrissy welcomed and thanked all present members for attending this meeting.
- Chrissy read a letter which explained Rebecca sitting as 1st year co-president. In summary, after the June 2019 PTO meeting, concerns regarding the nomination process and election were presented to the board at that time. After reviewing our procedures and meeting minutes, the 2018-2019 PTO Board rescinded Beth Gilbert's nomination as 1st year co-president and declared Rebecca Anderson as 2019-2020 1st year co-president. Phone call to Beth was made on June 23rd at 9:15am regarding this decision. Emails were sent to Beth and Rebecca in June regarding the decision. A hard copy of the email was presented to Rebecca at this meeting. Beth declined a hard copy letter. Any questions or concerns regarding this matter can be addressed to the board.

Secretary's Report

Fran Schwarzhaupt

- Approval of 06/06 meeting minutes, with clarification of question marks, was motioned by Colleen Mattatall. Seconded by Shana Smith and approved.
- Sign-in attendance sheet distributed for each attendee to add their name and email address.
- Thank-you cards from:
 - Mrs. Rhea Emmanuel -- for the Welcome Back Luncheon and gift card for her wedding.
 - The 4th and 5th Grade Team – Back to school luncheon.
- 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 to notify me that you need access.

Treasurer's Report

Amy Burlingame

- Copies of EWPTO approved budget for 2018-2019 provided.
- Copy of budget as of today also provided and reviewed. Reimbursements and fundraisers from June still need to be processed. Committees need to follow up with Amy.

Principal's Remarks

Ms. Neela Thakur

- School year off to an amazing start. Thank you to the PTO for welcome back luncheon taco bar. The staff loved it! Thank you to parents who set up bulletin boards in the hallway. Thank you to Beautification Committee for United Nations flags hanging in the caf. They are a big hit! Thank you to the parents for writing encouraging sidewalk chalk sayings for the kids on the first day of school. Thank you to parents who volunteered for k lunch helpers.

- E-W has 18-23 students in each class. Each grade has 3 classes. Almost fully staffed, have 2 positions open: 1. main office clerk because Maria Intino resigned. 2. reading tutor needed.
- In the Middle Media Center, Neela wants to create 'a maker space.' An area where all staff can bring students to do things related to curriculum but STEAM related for creating and problem solving. During open house nights, parents can brainstorm regarding what kinds of things they want their kids to do in that space and provide those ideas to the school.
- In Wethersfield, there's a master plan to renovate all schools. Extensive enrollment and building study completed last year. Phase 2 this year is laying out the cost for improving the schools. WHS already renovated. Redistricting will happen. Good chance one school will be closed down (possibly CW), 2 of the schools would be demolished and rebuilt, and the other 2 would be vacated for renovation. E-W will possibly be one of the schools that will be renovated. Keep in mind this is a slow process and Neela will keep us posted.

PTO Teacher Liaison

Ms. Elisa Root

- Ms. Root is a second grade teacher at E-W.
- Save the dates for American Education Week.
- Grades 2,3,6 classroom visits on Nov 18th.
- Grades K,4,5 classroom visits on Nov 19th.

Committee Reports: During this time, committees will only provide reports. Any questions or comments, please email the committee or save for open forum.

- **6th Grade** **Leslie Silva**
 - Confirmed dates for Lyman Orchards is Oct 4-18 with delivery planned for Nov 1.
 - Vineyard Vines fundraiser now given to the 6th grade committee. Currently looking for a date that falls somewhere Mon-Thur, for a 2 hour block of time where you can shop at Westfarms and part of proceeds will go to 6th grade committee.
- **Strawberry Festival** **Colleen Mattatall**
 - Recap on June 8th 2018. Moved to Friday night vs. Saturday during the day. Not so much a fundraiser but more family fun event. Overall, people loved the changes, didn't feel like they missed much except for food.
 - Cut down on a lot of things to cut back cost for families.
 - Raffle much smaller but was still good. There were 35 raffles this year.
 - Made approx. \$800, committee goal was to cut even.
 - Good feedback that it was on Friday.
- **Color Run/Tiger Trot** **Autumn Struk**
 - Saturday Sept 28th 9am check-in, 930am, run will start. Possible end at 11am.
 - 3rd annual, like a welcome back celebration. Free family event.
 - There will be a DJ, scoop and sprinkles coming.
 - Staff and teachers will throw corn starch at kids.
 - Rain or shine.
 - You can buy shirts again this year, same shirts as first year. Orders due Sept 9th. White shirt recommended to wear to event.
- **Cheer committee** **Colleen Mattatall**
 - Teacher luncheon was successful. 3 more luncheons planned for the rest of the year, on Nov 19th (Thanksgiving theme), Feb 11th and May 5th.
 - Peggy is co-chair. Simplified process by co-chairs alternating months. September is Peggy's month, Colleen in Oct, etc.
 - Email cheer committee if anyone knows of any E-W family, staff member, etc who needs "cheer."
 - Mrs. Livingston on medical leave, returning in about a month.
- **Hartford Soccer Night** **Fran Schwarzhaupt**
 - Report from James. E-W Elementary School Family Fun Night at Hartford Athletic soccer game on October 5 at 7pm.
 - Soccer game at Dillon Stadium. Discounted ticket price at \$12 per person.

- One lucky student will be chosen at random to walk out with the referees during the opening ceremony.
- See James for any questions.
- **Read for the Record** **Chrissy Pikos**
 - Will take place on Nov 7th
 - Book this year is called "Thank you, Umo." The school has 9 books in English and 1 book in Spanish.
- **Book Fair** **Monika Shoham**
 - Set up starting tomorrow right after school. Volunteers needed tomorrow and especially Wednesday and Thursday evening of Open House and clean up next Friday.
 - Arctic theme this year.
 - Book Fair fundraiser, All For Books, will be for children who can't afford books. Will work with Miss M to determine which students qualify. 2 ways to raise money: 1. dress up on Monday in winter colors. If \$200 raised, Neela will dress up in a frozen ice princess outfit. 2. Round up final price on books so those extra cents will go towards All For Books.
 - There will be 2 preorder books: Dogman and Wimpy Kid.
 - Only books in flyer will be available for purchase at the book fair.
 - Rep from Scholastic is doing preview for the teachers and giving out gift cards.
 - Need someone to wear Pete the Cat costume.
- **Spiritwear** **Autumn Struk**
 - Will take place Sept 10-30.
 - Order form and website active as of today. Checks should be made out to EWPTO.
 - Samples provided at this meeting and will be available at both open house nights and color run.
 - Orders will come back to students but if you have a big order, Autumn will make arrangements with you.
- **Address Directory/Phone Book** **Colleen Mattatall**
 - Colleen doing advertisement part of it. She has reached out to all the people who have advertised in the past. Please help spread the word to any businesses that may want to advertise.
 - Rebecca and Fran will collect E-W families info and coordinate book production if no else volunteers.
- **HTHT**
 - Report from Peping. He states that Ms. Woods has agreed to collect feedback from teachers regarding program last year. There was a suggestion during a meeting last year to look at alternative enrichment programs. Peping hopes to have results back from teachers feedback by the next meeting. He is also in the process of getting a quote from the HTHT vendor for this year.
- **Open Committees** **Chrissy Pikos**
 - Chrissy looking for volunteers to fill in opne spot for chairperson in the following committees: Box Tops, Dinner on the Lawn, Address Directory, Yankee Candle/Otis Spunkmeyer/Grandma Pies, Tiger Topics, Scarecrow on Main.
- **WSPC**
 - Is the town of Wethersfield PTO that includes at least 1 member of each schools PTO
 - Sept 13 is movie on the green. Begins at 530pm on broad street green. There will be a DJ. Movie begins at dusk. There will be a collection for food bank. This is where the library will do the end of summer reading program celebration.
 - Oct 2 is walk to school day.
 - Mr. Emmett plans to have a formal presentation of school reno options. From that, a plan will be recommended and then townspeople will be asked to vote.
 - Sandy Hook Promise 'Starts with Hello' is a social inclusion project that WSPC brought to Mr Emmett, who asked each school to incorporate this somehow for their school. Miss M and Mrs Woods will spearhead for E-W.
 - Bus routes are doing cluster stops, which for Kindergarteners is new and no longer stopping at each individual house. Reason for changes are safety and inclusion and make easier for bus driver. Mr Emmett aware that this first week, things were a mess and working on issues. Some examples of problems were bus route had 23 stops, or drop off spots were on corners that don't have sidewalks, some kids took 1.5 hours to get home.

- There is an election BOE part of that election and they are people that make decision related to school budgets.

Old Business

- **Flag Pole**
 - On August 28th, pole was painted and encapsulated from the town maintenance person.
 - Mr. Emmett upset and will address paint drips on plaque.
- **Financials**
 - At the end of last year, there was a rumor presented to the board regarding missing PTO funds. The PTO Board is not aware of any situation/evidence substantiating this rumor but asks if anyone has any information regarding this to please come forward.

New Business

- **Paper Reduction/Email Communication**
 - This year, the PTO is trying to reduce paper/fliers sent home in backpacks. We will be going to email for our main communication, but will also use Facebook and PTO website.
 - In beginning school months, paper fliers will be distributed.
 - For printing fliers, please do so before or after school. Teachers only have limited time to use printer.
- **Six Flags Coordinator**
 - Chrissy will return to this topic.
- **Research**
 - Raze Craze is a fundraiser about doing good deeds and earning money. Chrissy looking for a volunteer to look into this. Autumn volunteered.
- **Stop and Shop/Big Y**
 - Looking for volunteer to ask these companies if we can participate in their bag program again this year. Angela Egan volunteered.

Vote: Chrissy asked to vote to buy Amazon gift card for Box Top contest. Per by-laws, vote not needed.

Open Forum:

1. SEPTO will have it's first meeting ever on Sept 18th. School messenger sent email blast to parents. Wed Sept 18th 7-830pm.
2. Suggestion made to put out sign for PTO meeting in front of school.
3. E wallet will be available again for kids at book fair this year. Clean up for book fair is same day as movie on the green. Monika thanked the book fair committee for all their help over the summer to help coordinate this event.
4. Clarification that flags hanging in cafeteria came from Beautification Committee. Discussion occurred regarding North Korean flag hanging.
5. Playground cart was delivered today.
6. Hulafrog is an informational website that is currently running a contest for local schools to win a Staples gift card for school supplies. PTO Board to look into this.

Closing Remarks

Adjourn: 8:42p.m.

Chrissy Pikos

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