



Emerson-Williams PTO  
 Virtual Meeting Minutes for  
 Thursday, May 6, 2021

**Attendees**

Anderson, Rebecca	Carvalho, Stephanie	Root, Elisa	Szczepanski, Anna
Smith, Shana	Thakur, Neela	Williams, Leslie	

**Welcome**

**Rebecca Anderson/Leslie Williams**

Call to order at 7:05pm.

- Rebecca welcomed everyone to the second to last EWPTO meeting of the school year which was a trying year.
- Leslie thanked everyone for sticking with the PTO and also wished everyone a Happy Teacher/Staff Appreciation week.

**Secretary's Report**

**Stephanie Carvalho**

- Stephanie asked for everyone to review the minutes from the 04/08/2021 meeting.
- Approval of 04/08/2021 meeting minutes motioned by Elisa and seconded by Neela.

**Treasurer's Report**

**Rebecca Anderson**

- The current EWPTO bank balance is \$13,846.00.
- Money going out was for the Cheer Committee purchases, AIM insurance that was paid, and the filing of the annual report with the Secretary of the State.
- The bank statement does not generate until 5/10/2021.
- Checks being deposited were Boon Supply for \$87.00 and Shop with Scrip \$90.65.
- There are no pending deposits.

- Emjay Enterprises refund from last year for the cancellation of the June 2020 Sixth Grade activity will need to move to the 2019-2020 fiscal report. Rebecca asked if anyone in attendance knew how to do this in QuickBooks. If not, she will reach out to the accountant for assistance.

### **Principal's Remarks**

### **Neela Thakur**

- Neela reported that the PTO has not skipped a meeting since 3/2020.
- Thank you for not allowing the PTO to fall apart.
- Thank you for everything for this week and making it special. The staff loved the Yard Cards LLC sign and this is the first time that a picture of everyone had been taken physically in the same space since March 2020. This picture will be treasured for a long time.
- Neela also said thank you for the Cove Deli lunch and Chimirri's cake.
- May 5, 2021 is the last ½ day Wednesday.
- June 14, 2021 is the last day of school and a ½ day.
- Shana coordinated school picture day to be taken outside. Grades 3-6 will on 5/6/2021 and Grades K-2 will be on 5/7/2021. Retake date will be 6/1/2021. Remote children came after school 05/06/2021 to take their pictures.
- Mrs. George arranged virtual author visits. On 5/7/2021 grades 3-6 will have their visit and grades K-2 will have theirs this coming Tuesday.
- Neela closed by wishing everyone a Happy Mother's Day which is this coming Sunday.

### **PTO Liaison**

### **Elisa Root**

- Ms. Root wished everyone a Happy Mother's Day.
- Thank you from the staff for all the PTO has done throughout the year (luncheon, gifts, Yard Cards, and Appreciation Week).
- New Paraprofessional has joined the staff: Chandrea Dyson.
- Lost Joe Dinardi who moved onto another position.
- In June there will be a virtual presentation from the library regarding the Summer Reading Program.
- Students will retain their electronic devices over the summer. There will be free wireless outside the High School from 2:15pm – 7am on weekdays.
- Important dates:
  - 5/28/2021 ½ day
  - 5/31/2021 no school
  - 6/10/2021 from 5pm to 6:30pm is the 6<sup>th</sup> grade step up drive-by.
  - 6/14/2021 ½ day

### **NEW/OLD BUSINESS**

- None

### **Committee Reports:**

#### **Budget Committee**

#### **Rebecca Anderson/Leslie Williams**

- First meeting was on 4/21/2021 and second meeting was on 5/4/2021.
- There was a proof-reading error and the second meeting was originally scheduled for 5/3/2021 however the invite for 5/4/2021 had been sent out and the meeting was kept for 5/4/2021.
- Proposed budget was presented. Pandemic budget it was noted that more will be spent than what will be earned.

- Shop with Scrip – there were the three board members utilizing the program and were able to generate \$523.44 for the PTO. Imagine what we could do if more of the community used it.
- Fundraising numbers were a part of the pandemic scenario. This does not include the high-touch and high-tech fundraiser.
- May have a scenario of no wish list, etc. for future school years as funding needs to be regenerated.
- Proposal is to spend over \$8,000 more than what can be plan to fundraise.
- Addition of line item under Community Donations was The Primary Project as it was learned that Open Choice Program students are not eligible for the Dollars for Scholars Scholarship. We decided to split the difference of our \$750 donation. The Primary Project will get \$375 and Dollars for Scholars will get \$375.

### **Cheer Committee**

### **Leslie Williams**

- American Girl doll, Melody was raffled off to those who contributed a donation to Teacher Appreciation Week.
- Leslie went on Facebook Live for the raffle of the American Girl doll using an online spinning wheel. There was a total of 56 raffle tickets. The winner was Stephanie Carvalho.
- Cove Deli did a great job with the food for Teacher Appreciation Week. They made the food at cost and donated their time.
- Chimmiri's donated a marble sheet cake with chocolate mousse filling.
- Deirdre from Yard Cards, LLC will check on the rented lawn signs daily.
- Admins and Neela were given flowers for Administration Professionals Day and Principal's Day.
- PTO Today donated bags of goodies.
- Donations were \$235.84. The EWPTO only spent \$589.16 of the voted upon amount at the April meeting for Teacher Appreciation week.

### **Community Bags**

### **Leslie Williams**

- Community bag program at Stop & Shop for April 2021: 53 bags were sold and the EWPTO earned \$53. It will take about 12 weeks to get the check.
- Big Y in Rocky Hill selected E-W for the June 2021 community bag program. The bags will be \$2.50 each with \$1 going back to EWPTO.

### **Nominations Committee**

### **Rebecca Anderson**

- There will be a need of two members of the general EWPTO Membership to participate in the committee. Neela and Anna volunteered to be on the committee.
- Nominations are being sought for 1<sup>st</sup> year President, Secretary, and Treasurer.

### **School Pictures**

### **Shana Smith**

- After the students' pictures were taken, they were given a QR code/access code to view the photos electronically once they became available.

### **Karate Fundraiser**

### **Leslie Williams**

- New England Rendokan of Rocky Hill is offering to raise money for the PTO. For \$49 you get 4 weeks of group lessons, uniform and 1 private lesson. The PTO will receive 100% of the proceeds.
- Neela will need to approve the flyer before it is sent out to the E-W community.

### **Open Forum:**

- *Hedgehog of Oz* is being read in Ms. Root's class.
- Neela to add to her weekly newsletter information about becoming a EWPTO officer. She asked Leslie to write up a blurb about getting more involved by being on the Board. Leslie will get this to Neela by 5/7/2021.
- Ms. Root to encourage the staff to spread this information to the parents.
- Tiger Tidbits: It was asked if this could be forwarded to the parents by the teachers or if a link could be provided to the teachers and added to Neela's newsletters.
- EWPTO closet needs to be cleaned out. When this will be decided after the June 2021 meeting. The closet is needed for additional office for staff being hired.

**Next meeting 06/03/2021.**

**Closing Remarks**

**Rebecca Anderson**

- Rebecca thanked everyone for coming.
- Motion to adjourn by Shana; seconded by Stephanie.

**Adjourn:** 8:20pm