



## **General Meeting Minutes**

Thursday, November 16<sup>th</sup>, 2017  
CDW Media Center

### **Present:**

Diana Morrissey, Francesco Bruno, Esa Madoff, Janelle Bai, Alison Vogliano, Rebecca Cohen, Renee Choi

### **AGENDA TOPICS**

#### **1. Call to Order: Introduction of Board Members**

#### **2. Approval of Minutes from Prior Meeting**

#### **3. President's Report:**

- With last year's funds, the PTO was able to purchase:
  - 3 SMART 6275 Interactive Flat Panel smartboards. They reside in TBD Rm 209 (Mrs. Huff's class), Rm 210 (Ms. Jessical Vangelas class) and the Media Center.
  - 100 ASUS ZenPad 10.1" Z300M tablet with 4 Hamilton Buhl LTAB-30 carts, of which four carts are currently shared in Kindergarten and Grade 1.
  - 50 Lenovo N-22 20 Touch Chromebook 80LV-11.6" with 2 Tripp Lite 32 PORT AC charging carts, of which two carts are currently shared in Grade 2.
- Reading program, "Reading: There's Something for Everyone!" banner and stickers that the children wore home last week were funded by the PTO.
- Blue Sky Puppets Theatre assembly held on October 25<sup>th</sup> at TBD was funded by the PTO and was enjoyed by the children.
- Books are still available for purchase from the CDW Author Visit that was held on November 13<sup>th</sup>.
- Ice Skating event at Fritz Dietl for TBD students on November 9<sup>th</sup> went well and we made a small profit.
- One of the PTO fundraisers, Square Art ran in October and we are waiting for final numbers from Ms. Clark.
- Cherrydale products can be picked up today November 16<sup>th</sup> at the firehouse from 2:00 to 5:30 pm.
  - We made a profit of approximately \$1800.
  - Sales are down, possibly due to overlap of similar product sales by the Girl Scouts.
  - Considering not running this fundraiser next year.
- School pictures were taken on October 18<sup>th</sup> and retakes are on November 28<sup>th</sup>. CDW photos were delivered and waiting on TBD photos.
  - We received feedback:
    - Parents loved the backdrop options.
    - Cost of packages seems high. (We have the same vendor booked for next year but will look into the cost. Based on prior vendor searches, they were comparable.)
- After School Enrichment Clubs have begun. Winter and Spring sessions will be offered.
- Holiday Shop will be taking place on November 30<sup>th</sup> and December 1<sup>st</sup>.

- Set up will be on November 29<sup>th</sup>, after school.
- Looking for volunteers for set up and break down.
- Sign up genius will be sent for volunteer opportunities.
- Talent Show will take place in February 2018 and the multi-town show will be in March at NVOT.
  - We need a chairperson for next year and will be sending out another email.
  - Geraldine Tama volunteered to help Carolyn this year.
  - Suggestions:
    - Not charging the attendees to see the show. (All participating towns have historically agreed to charge for the show. However, there is no profit since the funds are used for the show expenses).
    - We are looking for suggestions to add interest and promote the Talent Show and are looking into arranging a meeting with the committee.

#### **4. Committee Reports**

- 8<sup>th</sup> Grade:
  - Dance will be taking place on December 1<sup>st</sup> and will be run by Lisa Koo.
  - Cost of the dance will be decided collaboratively amongst the participating towns.
- 4<sup>th</sup> Grade:
  - Looking for a videographer for the montage. There are two prospects in consideration, including the provider hired for 8<sup>th</sup> grade.

#### **5. Financial Report**

- Up to date (as of November 15<sup>th</sup>) income and expense report was provided and we have a balance of 80k as of this date.
- Select meeting attendees requested a Quicken report with an itemized income and expense statement. The board is considering how to best provide this information utilizing available resources.

#### **6. New Business**

- Media Center Donor Wall
  - Diana and Matt Morrissey will be co-chairs.
  - Fundraising will be re-opened on December 1<sup>st</sup>. Project co-chairs will hold two meetings (day/evening) to announce the re-opening of the opportunity to make a donation. Meetings and the opportunity will be announced via e-mail.
  - Alternative suggestions were presented by meeting attendees to facilitate project completion without re-opening fundraising:
    1. Return post-deadline donation **or**
    2. Allocate post-deadline donation towards a future project.
- International Dance
  - It will start early February and the show is scheduled for April 20<sup>th</sup>. Registration will begin in January.
  - We are looking for volunteers to teach dances.
  - Ireland, Italy and Korea are confirmed as of now.
- Family Bingo
  - Will be held on February 9<sup>th</sup> and the cost will be \$25/family.
- Drama Club
  - Geraldine Tama will be chairing as a committee.

- An Information Session will be held with Porthlight Studio Stage & Schools for parents and students on December 4<sup>th</sup> or December 6<sup>th</sup>. (Date to be confirmed by Porthlight and Geraldine will check into the APR room availability).
- Will be open to grades 2<sup>nd</sup>-4<sup>th</sup> and will include 1<sup>st</sup> grade in case of low enrollment.
- Starting date of January 2<sup>nd</sup>, running for 8 weeks with practices two times a week on Monday and Wednesday at 3-5 pm.
- Cost will be approximately \$150 per student.
- Final performances are scheduled for March 3<sup>rd</sup> at CDW, at 11 am and 3 pm.
- Due to some overlap with Enrichment Clubs and International dance, PTO will try to communicate all the upcoming clubs and activity opportunities so that parents can have all information necessary for scheduling and planning purposes.
- Major Fundraiser
  - Casino Night is booked and confirmed for April 26<sup>th</sup>, 2018.
  - Nicole Pennella and Francesco Bruno have been working to get large corporation donations.

### **Parent Feedback/Suggestions**

- Possible fundraising collection with Little Bites bags (similar concept to BoxTops).
  - Melissa DelRosso volunteered to look into the opportunity.
- Plan for more live auctions during the Annual Fundraiser to raise more donations.
- Review our current fundraisers to narrow down to the most profitable events.
- Starting a new media center at TBD with a donation wall\*.
- Look into new ways to involve Kindergarteners, i.e., performances, arts.
- Some concerns were raised over the safety of our children during recess in the rear playground. There is supervision with mandatory student/supervisor ratio that needs to be fulfilled and the gym teacher walks around the perimeters to reassure safety at all times. Ms. DaGiau also took this item offline for further discussion of safety procedures.

*\* In consideration of the anticipated transition to a new principal and current status of the CDW wall, the majority agreed to not proceed with the TBD Media Center and donor wall until further discussion.*

### **Announcements**

- Box Tops winner for October was Mrs. Kaldrovic's class. There has been an increase in the EBoxTops collection but not in the overall collection. Thank you for everyone's participation and please continue to clip.
- Save the date, our Major Fundraiser, Casino Night will be on April 26<sup>th</sup>.

### **From the Board,**

PTO is open and working to augment new offerings and activities for our schools. Please reach out to us as we welcome all ideas and feedback. Thank you for your participation and support. Our next meeting will be on February 1<sup>st</sup> in the CDW Media Center room at 7 pm.