

CENTER ROAD SCHOOL PTO MEETING MINUTES August 29, 2019

Attendance – see list of attendees at the end of the minutes.

Call to Order 6:36 PM

Introductions around the room

Officer Reports

- *Principal/Assistant Principal – Josh Eagan*
 - *Thanks for Chalk the Walk*
 - *Thanks for staff breakfast*
 - *Boosterthon – administration and staff very excited*
 - *Staff meeting with Boosterthon team earlier this week*
 - *Josh Egan will get “pied” if we meet our goal!*
 - *Appreciate patience with arrival/dismissal procedures*
 - *Working with Central Office to improve*
 - *Greeting every student every day!*
 - *Positive phone calls planned in first couple of weeks to all families*
 - *List of new staff*
 - Katherine Adamo – Grade 5
 - Vanessa Corrao – Grade 2
 - Marissa Catania – Special Education
 - Stephanie Roberts – Special Education
 - Danielle Nardone – Social Worker
 - Christina Kryzwicki – Social Worker
 - Hannah Steed – Physical Education
 - Emily Orłowski – Preschool
 - Tori Mazzarella – St Joe’s Intern
- **President – Raychel Wishart/Andrea Boria**
 - Early PTO meeting to get ready for early school year activities
 - Warm welcome to new attendees
 - Chalk the Walk – great participation, kept it pretty quiet so it was a surprise for students and staff
 - Staff breakfast – good feedback
 - Explanation of 2nd Vice President position transitioning to Staff Liaison(s) rotating
 - Increase staff/parent interaction
 - Increase perspectives represented
 - Ice Cream Social – 9/6/19 6:00-7:30
 - Free, first come first served
 - Member suggestion to put out donation jar
 - Discussion of free event vs fundraisers
 - Plan to be more transparent and communicative

- Cooks Night Out in the works
- 2nd Vice Presidents – Diane Sirois
 - Thank you for Chalk the Walk
 - Thank you for staff breakfast
- Secretary – Caroline Cooke – motion to accept May 2019 minutes approved.
- Treasurer – Christina Brown
 - Monthly Expense Reports May 2019 and June, July, August 2019
 - Ended School Year 2018-2019 - \$19,277.24
 - Proposed budget for School Year 2019-2020
 - Adjustments to budget may be driven by outcome of Boosterthon
 - Brief explanation of Boosterthon
 - Educated goal for Boosterthon - \$10,000
 - The better Boosterthon does the fewer fundraisers we will need throughout the year
 - New categories
 - 5th Grade Sales
 - Student Holiday Fair
 - Family Paint Night
 - Multicultural Night
 - Family Movie Night
 - Motion carried to approve the proposed budget

Board of Education – Kevin Brown

- Kevin's role as Board of Education liaison – invitation to accept feedback, concerns, etc.
 - Invitation to address Dr. Micary and CRS administration directly
- CRS summer improvements – quick decision due to last minute allocation of funds
 - Gym floor
 - Painting of exterior of the building
 - New parking lot and access road
 - Issues arisen – reduced play space, changed traffic flow – wooden obstacle course to be removed soon to allow for more field space
- Blacktop not entirely covered - Phase 2 of project next summer
- Request to stagger Meet and Greet for different school levels

Old Business

- Boosterthon – electronic registration
 - Multiple children in the same family – donations split evenly per child
 - Children get recognition for donations generated very discretely
 - Strong focus on including everyone regardless of monetary contribution
 - Boosterthon team in school for 6 days before Fun Run to teach character lessons
 - Generosity, Humility, Kindness, Honestly, Gratitude
 - Kickoff 9/3/19
 - In classroom 10-15 minute huddles to go over character lessons
 - Run Day – broken into 2-3 sessions (pre-K, K-2, 3-5)
 - Different activities throughout “run” – dancing, music, etc.
- Communication Chair – Melissa Fabuien
 - Streamline scheduling of communications
 - Multiple communication methods to make sure all families have access

- Fundraising/Where the Money Goes
 - Last year CRS PTO voted to purchase a new swing set
 - New parking lot put this idea on hold
 - District offered to pay for a new swing set
 - Sent survey to staff to solicit ideas for needs/wants
 - CriCut/Die cut machine, parts, fonts, etc.
 - Sensory Hallway
 - Projector/screen for assemblies in cafeteria
 - Good staff response rate
 - Votes in order of frequency - gym mats, projector/screen, die cut machine
 - Gym mat plans already underway by CRS/district
 - Jen Miller indicated teachers seem to really want a CriCut/Die cut machine
 - CriCut designed for personal use, not high volume use
 - Projector/screen - \$8,500
 - This would require Board of Education approval, etc.
 - We could aim to consider this after evaluation of Boosterthon results
 - Die cut - \$2,500 for machine, plus more for parts and fonts
 - We could do this right away and give the teachers tangible help immediately
 - Motion to upgrade die cut system using up to \$4,000 approved

New Business

- Christina Brown – **Book Fairs**
 - Generate both scholastic dollars and cash
 - \$2,764.00 in Scholastic dollars, \$1,343.00 set to expire 9/30/19
 - Previously used to purchase summer books, but kids come home with lots of books and no one knows what organization they are coming from
 - Motion to spend Scholastic dollars to purchase books to be used by CRS front office to allow children to come down for a book on their birthday instead of summer reading books was approved
 - A cart will also be purchased for approximately \$30.00 to store the books
- **By-laws**
 - Donor came forward last year to offer to include CRS PTO in her will to fund scholarships
 - This required opening and amending the CRS PTO by-laws
 - Per advice of accountant this will need to be maintained in a separate bank account
 - Used only for scholarships, but not necessarily specifically in the name of this donor – probably add a fourth scholarship and increase the amount of the existing three
 - Big process to amend by-laws, took advantage of timing to consider additional changes
 - Explanation of how the committee functioned over the summer of 2019
 - Raychel Wishart reviewed the changes made
 - Discussion throughout by-law review, no requests to change recommendations made
 - Raychel Wishart will be sending out the recommended amendments to solicit questions, feedback, etc.
- **Calendar**
 - Review of draft calendar of CRS PTO events

- Suggestion to get school event dates from administration and make available to parents
- Spirit Days list distributed for membership review and feedback

Call to Adjourn 8:27 PM

Attendance:

Raychel Wishart
Christina Brown
Diane Sirois
Andrea Boria
Caroline Cooke
Kevin Brown
Josh Egan
Melissa Fabuien
Pam Rizzo
Becky Kowalczyk
Carol Line Hazel
Jeremy Gervais
Lindsey Gervais
Sara Mullins
Jen Buckler
Zakiah Owusu
Erin Cha
Daniela Montes