



## **Willett Elementary PTO Minutes**

September 13, 2018

The meeting was called to order by Katelyn Vivar at 7:05 PM

### **In attendance**

See Attendance List.

### **Minutes**

- ✓ June 2018 Minutes Accepted

### **Officer's Reports:**

#### **A. President's Report**

- i. Welcome- Introductions  
Katelyn Vivar- President  
Julie Friess -Vice President  
Jennifer Turner – Treasurer  
Melissa Slade – Fundraising Coordinator  
Amanda Vose – Secretary - absent, attending grant workshop
- ii. Playground – Short on funding for two proposed items. Meeting with Marc Furtado, Director of Finance and Controller to review changes we are requesting.
- iii. Available Positions – Vice President; Julie stepping down at the end of the school year. Additional Fundraising Coordinator to assist Melissa Slade
- iv. Student Council Involvement- Would like for students to attend meetings with parents.
- v. Mini Grants -Expo Markers needed. Donation requests to be put out to families. Remainder to be purchased by PTO up to \$249.50- voted, passed  
Ikea stools requested by 4th grade. 35 stools wanted @ 5.99/ea- Voted, passed.  
Jump Ropes and Hula hoops for recess requested. \$200 approved for purchase of these items. Use from Mr. Cateon budget
  - a. Combined fundraiser with Brennan and Studley to bring Harlem Wizards to area. Deposit of \$1000 required (voted, passed) Ticket sales will be split evenly. Spirit wear and concessions are on individual basis.
  - b. Martial Arts Fundraiser, 6 weeks of lessons for \$99, PTO gets \$50 for each sign up. Possible demonstration at school?
  - c. Bulletin boards are all updated. Looking to relocate outdoor boards to a more visible area.
  - d. PTO is on FB, Instagram, Remind app.

#### **B. Treasurer's Reports**

1. See Treasurers Report
2. Whale Wishes \$130 raised so far
3. Supply Kits- ending balance is just under \$2000

#### **C. Fundraising Coordination**

1. Recap

- i. Bliss 09/10/18 -Waiting for final numbers
  - ii. Hong Kong Treasures- raised \$112, owner kindly raised amount to \$150
2. Upcoming Fundraisers & Restaurant Nights
- i. 10/18/18 – Altitude- Tickets can be purchased online for the entire month of October.
  - ii. Yankee Candle- Starts 9/21 to 10/5. Orders will be submitted 10/12
  - iii. Celtics 10/2 Game- Tickets still available for \$25
  - iv. America’s Best Defense- See note above regarding Martial Arts

**D. Vice President Report**

- i. Book Fair – September 17 – 21- volunteers needed
  - ii. Storyworks Jr.- would like to purchase with cash from this book fair \$250
  - iii. Scholastic Dollars – Almost \$1000 expiring Oct. 1st. Using to purchase tabletop bookshelves for library.
- Crayola Recycles- accepting worn out markers to recycle. Program started by Tech teacher Mrs. Jones. Looking for donations of sono tubes to make collection tubes. Possibly look into Sun Chronicle for paper rolls

**E. Principal’s Report**

- i. Human Resources: Changes for this year: Grade 1 - Mrs. Nancy Doyle moved from 2nd grade.  
ELL Kindergarten Newcomers 0.5 - Jocelyn Farland  
Library Paraprofessional - Julie Friess - Full Time  
Title One Math - Pegeen Moreau  
Maternity Leaves:  
Grade 2 - Kate White - Guest Teacher Christina Alfieri  
Grade 4 - Ashley Carroll - Guest Teacher Lisa Hopkins  
Half Time Special Education Teacher - Recommendation Made  
Part Time Physical Therapist - Open Position  
Part Time Secretary- Janice Johnson
- ii. Teaching and Learning: We are working on our theme of Performance Based Assessments, use of ST Math and Technology/Makerspace.
- iii. Family and Community Engagement: Committees from last year to support continued engagement with families. Back to School Night, September 20th.
- iv. Professional Growth: Choice and Targeted Professional Development planning are well underway. ST Math training for teachers will take place through a grant we were able to secure.
- v. School Improvement Plan: Review at meeting
- vi. School Council Members are needed. Equal representation from staff and parents/community members.

- vii. Willett “Way”ler being sent out 2x month focusing/highlighting student work
- viii. Students need to wear ID’s for safety and security. Future uses will be for bus, lunch and library. Volunteers will need to bring ID to sign in for volunteering.

#### **F. Subcommittee Reports**

1. Movie Night - \*New Date 10/05\*- selling concessions, on black top area.  
Students to vote on movie  
Trunk or Treat – 10/26- Need committee to plan  
K-1 reading night- December. Need committee to plan  
Holiday Event- Dec. Saturday morning, tables/spots available. If anyone would like to help.  
January Family night- Possible spaghetti dinner. Need committee to plan.  
Box Tops- Collections Sheet coming home  
Stop & Shop Rewards- Register your card online. Willett receives money when you shop  
Amazon Smiles- designate Willett PTO as the benefactor. Portion of your purchase comes back to the PTO. This does not work on the Amazon app. Must use website for smiles.  
Spiritwear- looking into other vendors for better options and online ordering  
Possible student/parent paint night?

#### **Next Meeting**

October 11, 2018 at 6:00 PM