

## TECEC PTO MEETING Minutes



**January 6, 2016**

- Call to Order-Danielle Dunleavy called the meeting to order at 7: 08pm.
- Present: Amy Lehaney, Danielle Dunleavy, Monica Brown, Marianne Piatkowski, Denise Coughlin, Heidi Staffaroni, Lynne Pitoniak, Ms. Claudia and Mr. Matt
- December Minutes (Amy Lehaney) There were no questions.
- Treasurer's Report (Heidi Staffaroni)-There were no questions.
- Past Events
  - Staff Holiday Luncheon (Danielle Dunleavy, Heidi Staffaroni, Denise Coughlin)- We were \$500 under budget and the gift cards were a great success. The food was good and the teachers all had a good time. For next year we will not serve onion soup but will most likely try the chicken gorgonzola and also increase the amount of butternut squash soup. We also had to run out any buy bowls at the last minute because the caterer brought cups instead. Ms. Claudia and Mr. Matt said that the teachers really appreciated it.
  - Snowflake Program (Denise Coughlin and Marianne Piatkowski)- a few snowflakes were not returned but we had an overwhelming amount of gifts and were able to donate to other families in need as well. A huge thank you went out to Danielle Dunleavy from the school about being able to secure the Santa Fire truck. Mr. Todd and his son Ethan dressed up as Santa and an elf and had a great time! There were 9-10 staff present and Hillcrest volunteers as well. Danielle will coordinate again next year.
- Upcoming Events
  - Playdates (Danielle Dunleavy)-will call Kids on the Moon on Pepper Street in Monroe. It's a great place and very clean and slightly cheaper than Bounce U. Danielle will get the details and send out a flyer. We are looking at either the Monday when we don't have school or a Friday.
- Fundraising

- Spiritwear (Denise Coughlin)-The first company has promised a refund but it hasn't appear yet. The second company sent the shirts and there were similar issues as to the first batch. Some shirts had staining and some had defects. The options are to return/refund the orders, send back the defective shirts and get those replaced or switch to white shirts. They are predicting a two week turn around time. Danielle will wash a shirt and see what happens and the other defective ones will be returned and replaced. It might be a good idea to use the company Middlebrook uses or Paula's husband for next year.
- A Big Night Out –A meeting will be held next Wednesday at 9 am in the Library. There will also be another meeting before next month's PTO meeting. We will hand out all the paperwork needed at those meetings. Denise and Marianne will coordinate the Class Baskets and Teacher Experiences. The sponsor levels will be kept the same.
- Open Forum
  - Danielle shared the Father's Club Agenda. The town is working on the center island for the brick project. The flag pole wire snapped so the company is coming to fix it.
- Wheeler's Words of Wisdom – Dr. Wheeler
  - There will be open houses for prospective parents on January 12<sup>th</sup> at 6:30 and January 15<sup>th</sup> at 9:30. Members of the PTO will be present at both.
  - No new budget updates. The budget is currently at the First Selectman's office.
  - The internal door decorating contest overall winners were Mrs. Durand and Ms. Dawn. It was lots of fun and the doors will stay decorated till the spring.
  - PBIS Update- Miss Gabby created a new song that the kids are starting to learn. They will be singing it at an assembly on January 20<sup>th</sup>. January 20<sup>th</sup> will also feature a fun school wide activity/dress. Details will be sent out. The new videos on Playground Safety are done and will be shown to the students in the near future. The newsletter was sent out and new signs reminding the students of the rules will be hung in the hallways and motor room.
  - The merry go round on the playground is covered because of a bearing problem. The district is working on fixing it.
  - There were 7 new students who started on Monday and at the end of the year the enrollment is expected to be at 250 children.
  - There will be a Super Bowl activity on either February 4<sup>th</sup> or 5<sup>th</sup>. Flyers will go home about students wearing sports items.
  - The district is looking for substitute paras and you can fill out applications at Long Hill. We have two sub paras presently.
  - Mr. Matt and Ms. Claudia and staff asked the PTO to buy a mixer (with a clear bowl) for baking activities that is tied into the curriculum. Heidi mentioned also

buying a cover for it. They also requested cookie sheets and parchment paper. The PTO will reimburse the staff for all items requested.

- Vision Machine Update-The Father's Club suggested a go fund me page to raise the funds and due to Head Start Federal Regulations Mr. Matt is not allowed to request items from them. The PTO will vote on funding the entire machine at our February meeting with a payment option for after ABNO or around April 1<sup>st</sup>.
- There is a meeting on 1/15 about the 10 year celebration. We will meet with them after to discuss the spring party further. There was some discussion about different activities being offered and the school being open during that party.

The next meeting will be on February 3, 2016 at 7 pm in the TECEC Library.

The meeting was adjourned at 8:30 pm.