

TECEC PTO MEETING Minutes



November 4, 2015

- Call to Order-Danielle Dunleavey called the meeting to order at 7: 10 pm.
- Present: Amy Lehaney, Danielle Dunleavey, Esther Hernandez, Denise Coughlin, Heidi Staffaroni, Lynne Pitoniak, and Mr. Matt
- October Minutes (Amy Lehaney) There were no questions.
- Treasurer's Report (Heidi Staffaroni)-The fundraisers have raised about the same as last year.
- Past Events
 - School Pictures (Danielle Dunleavey-went well and the photographers were great. Denise completed a survey from Lifetouch.
 - October Playdates (Danielle Dunleavey)-Went very well at Benedicts-it was a little cold but all had fun. There were three hay rides and about 40 kids.
 - Halloween Party (Danielle Dunleavey and Julianne Skoczylas)-We were about \$250 under budget. The party was a great success and there was not too much pizza left (we ordered about 40 pizzas). The bounce house was good and the slide was great and helped get the kids in and out. We received an email about the noise level and being too loud for children with sensory issues. Some suggestions for next year were a DJ free time or starting the DJ later and keeping the two separate areas for activities.
- Upcoming Events
 - School Picture Retakes-Mr. Matt will ask June when the retakes are.
 - November Playdate (Danielle Dunleavey)-It will be at Rock n Jump on Friday November 20th at 9-11 am and it will be \$15. We need to have 30 kids to have this take place. Flyers will go out shortly.
 - December Playdate-We need suggestions because we do not want to do Fairview again. One suggestion was the Downtown Cabaret.
 - Staff Holiday Luncheon-will be on December 11th. We will have it catered again from Soup Thyme with the sandwiches and soup. We will also ask for dessert or monetary donations and give gift cards to the staff. We asked Lynne Pitoniak for

a paper good donation from her company if possible. Heidi and Denise and Danielle will work on this.

- Snowflake Program (Denise Coughlin and Marianne Piatkowski)-the chairs will meet or talk to Alana and get the list. The snowflakes will be put up before Thanksgiving. The children will receive one gift the night the Fire Truck comes and the rest of the gifts will be given to their parents.
- Fundraising
 - Fall Fundraiser – Mixed Bags –We had \$6200 in orders and raised around \$3000. The second catalog was key as about 70% of the orders were from that catalog.
 - Spiritwear (Denise Coughlin)-Denise is unhappy with the company and has been calling and emailing them every other day. The order has been delayed until November 17th due to unexplained delays. Denise will be filling out a claim with the company once the shirts have been received. Mr. Matt stated that he recommended the company and is sorry it hasn't worked out that well. Mr. Matt will let the staff know of the delay but no email blast will be sent out yet. Denise will continue to stay on top of that.
- A Big Night Out –a meeting was held before the PTO meeting with the same people attending. The date was set for Thursday March 24th and it will be at Marisa's.
- Open Forum
 - Enrichment Program-Mr. Matt received 4 responses from the staff with what month and what activity they would like. The top two choices were February or March and either the Critter Caravan or Bubble Magic. Miss Gabby suggested a musician but his fees are too high for the budget. There will be two sessions and the dates suggested are February 17th or 18th and March 16th or 23rd. Amy Lehaney will contact the companies and coordinate with Mr. Matt.
- Wheeler's Words of Wisdom – Dr. Wheeler
 - There was a Fire Drill today and it went well. There has not been a high wind drill yet but that is planned to occur soon.
 - PBIS is making progress and there will be another assembly before Christmas. The videos were great and three more videos were filmed about the Social Emotional (Turtle), Playground Safety and Arrival/Dismissal. A suggestion was made to make a video for the parents about arrival and dismissal procedures.
 - Mr. Matt has been working on a new website with Kathy Larson (a retired BOE employee). He showed it to us and it looked great! It will be live in about 2 weeks and is much easier to use and looks much cleaner. The PTO has a page and we can upload our minutes and agendas to it.
 - Father's Club-has a meeting Thursday at 7:30 at Plan B in Fairfield and movie night Friday at 6:30. Their email was hacked and Will is fixing it.

- Heather Hart is going on leave next week. We will send her a sunshine gift when the baby is born. Jenn Carravone will be coming in and has sat in with the class and on conferences. Heather plans on coming back in the spring.
- The election results should be fine and the budget will be provided to the new Board before Thanksgiving.
- There is a 10 year anniversary committee planning a party and celebration for the spring. The thought is to combine our spring the party with the celebration. There is a committee made up of staff overseeing the celebration and the PTO will be part of it. The party will be for everyone (current and past students, past town officials, current town officials, etc). Some of the ideas are having a DJ, food truck (Taco Loco), have the school open, petting zoo, and aerial photo. Mrs. Law is on the committee and they will contact the PTO. Mr. Matt will be talking to the Father's Club about a buy a brick program for the island in the circle.
- The Touch a Truck was today and it was great though there was no Fire Truck or police car available. There was a pepsi truck, snow plow, tractor and tree truck.
- For the new audiology machine and hearing tests Mr. Matt had a meeting with the Head of Nursing, Head Start and the school nurse. They need to develop a consent form and a letter to current parents in order to screen current children. They are talking about heading it to the registration packet for next year. They have enough probes and parents can request testing of their child at any time. The testing is quick and easy and not painful.

The next meeting date will be emailed and put on Facebook depending on the date of the Father's Club Spaghetti Dinner.

The meeting was adjourned at 8:10 pm.