

TECEC PTO

January 7, 2015

Minutes

Present: Dr. Matthew Wheeler, Amy Lehaney, Jessica Taylor, Danielle Dunleavy, Denise Coughlin, Carolilne Tramontozzi, Marianne Piatkowski, Elimar Padilla, and Kristen Caron.

Call to Order: Meeting called to order at 7 p.m. by Amy Lehaney

Introductions

Minutes from Previous Meeting – Amy Lehaney summarized the events of the previous meeting. Danielle announced a motion to accept the minutes and Kristen Caron seconded the motion.

Treasurer's Report: Jessica Taylor reviewed treasurer report and reviewed proceeds and disbursements from the Life Touch photos, the Staff Holiday Luncheon and the Fairview Tree Farm playdate. Checkbook balance is \$13,229.23. Copies of reports were distributed with the minutes from the December meeting.

Past Events:

- **School Portraits** – We discussed the positive nature of receiving \$1,000 commission from Life Touch for the portraits. However the suggestion was raised to see if we have any flexibility in package options for next year. Apparently the TECEC photo packages are more costly and less flexible than those offered at other Trumbull schools.
- **Playdate** - Danielle reported a mixed review at the December playdate. The children had a great time at Fairview Tree Farm last month, however Danielle was disappointed in the service we received from Mrs. Claus and the way the Farm organized and ran the event. She does not recommend TECEC using the Farm for another event in the future.
- **Staff Holiday Luncheon** - The Staff Holiday Luncheon was a huge success. The teachers and staff seemed to really enjoy the food from Soup Thyme (there was little left) and also really appreciated the gift cards provided by the PTO. It was discussed and agreed that we apply the 2 remaining gift cards as raffle items for ABNO.
- **Snow Flake Program** – The Snow Flake Program was hugely successful. The PTO received many nice thank you notes from grateful parents. The PTO was overwhelmed with the willingness of families to participate.

Upcoming Events:

- **January Playdate** - Danielle has planned the January playdate for a Wednesday and Friday in late January at Next Dimensions. Specific dates and times will be coming soon. Parents will be expected to pay the day of and there are on-line waivers that can be completed in advance. In order to determine headcount, an email will be sent to parents asking them to R.S.V.P. in advance if they plan to attend.
- **February Playdate** – The February play date will be held at Bounce U in Stratford on February 16th (President's Day) from 10-11:30 a.m. The cost will be \$12/child and parents will be expected to pay on the day of the event, however an R.S.V.P. email will be sent out (1) week prior, in order to get a final headcount for Bounce U's staffing purposes.

Fundraising:

- **Spiritwear** - Amy Lehaney spoke about the water bottles. We discussed and agreed to offer them for sale at the Father's Club Movie Night scheduled for this Friday, January 9th. To help increase sales, order form flyers will be prepared and sent home in backpacks to all families. The bottles can be distributed to parents at pick-up or sent home with children in back-packs on a case by case basis. Amy plans to send an email to alert staff to also purchase them.
- **Quassy Amusement Park**- Danielle Dunleavey will meet with the manager of Quassy to receive the tickets. We are able to receive 400 tickets for sale with no money upfront. Teachers, all TECEC family members and friends of TECEC families are invited to attend. The "TECEC Night" at Quassy Amusement Park is set for Friday, May 8th from 4:00 to 8:00 p.m. The park will be closed to all but TECEC friends and family. The cost to TECEC is anticipated at \$15/person. TECEC will tack on an amount to the cost as a fundraiser for the school. TECEC would also receive 10% of all food and games sold during that time. There is a 200 minimum participation for the event.

ABNO: ABNO at Marisa's Ristorante is scheduled for Thursday March 26th, time to be determined.

Marisa's will provide appetizers and a cash bar and we will have silent auction and raffle items.

Committees have been established. Updates are as follows:

- Venue Committee – (Danielle Dunleavey and Caroline Tramontozzi) have met with Marisa's to go over the menu and considering the configuration of the tables for the event. They will be looking for volunteers for the day of the event;
- Website/Promotion – (Amy Lehaney) we are still looking for assistance in re-designing the event logo and website to reflect the change in character of the event. Geri Proscino indicated that she had a graphic artist friend who may be able to help out. Perimeters for the new logo may not include reference to alcohol, which is making the task somewhat more challenging.
- Silent Auction and Raffle (Danielle Dunleavey, Denise Coughlin, Jessica Taylor) A sign up list for solicitation volunteers was distributed. The list partitions regions based on areas in Trumbull and the surrounding towns. Some regions were taken by volunteers but more volunteers are

still needed. Family Donor forms will also be printed and distributed to all families via kids' backpacks.

Open Forum— the question of field trips was raised and it was determined that class field trips are organized at the discretion of each teacher.

Wheeler's Words of Wisdom:

Mr. Wheeler extended a big thank you to the PTO for the Staff Holiday Luncheon and the Snow Flake Program. He felt the events were a huge success!

Influenza vaccine requirement – Mr. Wheeler explained that the state requires all students have the vaccine in order to attend school and he commended Nurse Donna for her efforts in tracking student's adherence to the requirement. He stated that 11 children were initially turned away until vaccinated, and that now that number has been reduced to 4.

The BOE approved the 2015-16 budget at \$98 million, a 2.94% increase over last year's budget with an overall district wide decrease in teaching staff due to declining student populations. TECEC is proposing to keep staff size stable. The BOE proposed budget includes provisions to reduce fees for the "pay to participate" clauses for sports and music and to add foreign language teaching at the elementary school level. The proposed foreign languages are Mandarin and Spanish.

Infinite Campus – Mr. Wheeler touched on the significance of making sure all Trumbull families are registered and connected via the Infinite Campus site in order to obtain district wide information updates.

The winter delayed opening schedule was discussed with specific importance placed on the safety of the buses for all Trumbull students.

Kindergarten registration begins the week of January 12th. The state is considering a change in entry date from December 31st to October 1st. The plan announcement will be made on July 1st. The question of allocating resources to families whose children's birthdates fall between Oct 1st and December 31st must be considered before a plan of this nature can be implemented. TECEC will be able to strategize allocating resources once a formal decision has been made.

The PIP open house is schedule for Tuesday, January 13th from 9:30-10:30 a.m.

TECEC Registration for the 2015-2016 school year will begin in February. TECEC is predicting enrollment to be steady. Seniority will be given for legacies and current a.m. families will be offered to stay as a.m. before any requests for movement will be honored.

Forms have already been sent home concerning if children will be returning to TECEC for next year or moving on to Kindergarten.

There will be no Father's Club meeting in January.

No food is allowed at the "Frozen" Movie Night this Friday January 9th.

Meeting was adjourned at approximately 7:35 p.m. The next meeting is scheduled for February 4, 2015 at the TECEC Family Room/Library.