



## September 23, 2016 – PTO General Body Meeting Minutes

**Meeting Commenced:** 9:30 a.m.

**Board Members Present for General Body Meeting:** Ezili Mayo-Joseph, President; Jane Archer, VP; Kristin Kenny, VP; Elise Calisi, Secretary; Lin Zhang, Treasurer; Shijesta Victor, Volunteer Coordinator

**Teachers, Parents, Others Present for General Body Meeting:** Aimee McCreedy, Rashmi Muralidhar, Michelle Manchanda, Missy LoPorto, Veena Kamath, Cini Kannan, Debbie Dawson, Lakshmi Thiagarajan, Sophia Park, Grace Knight, Sara Wilcox, Jing Zhang, Sun Keu, Linda Vittum, Jessica Cody, Heather Woodruff, Archana Barry, Kalpana Viswanathan, Vandana Vats, Ashok Khati, Swati Chitari, Paul Thompson, Zainab Nabowari, Awat Diop, Mary Tsacoyeanes.

**Welcome** – Ezili Mayo-Joseph welcomed the group.

**Approval of Month Year Minutes** - The minutes of the May 2016 meeting were presented for review and approved.

First motion to approve minutes – *Andrea Keenan*

Second motion to approve minutes – *Linda Vittum*

**Treasurer's Report** - Lin Zhang gave the update. Teachers are asked to use FinComm funds asap. It is on a first come, first serve basis. The money is for supplies, kits, materials, anything for the classroom. It is funded in the budget for \$2000. The PTO will not hire a naturalist this year saving \$1400. PTO needs to raise \$42,329.00 this academic year.

**Principal's Update** – Damian Sugrue gave the update. The Nature Playscape will have a ribbon-cutting today. The kids love the new playground. The grants team may be asked to reconvene in coming years for lower playground if needed but structure is in fine shape. The AB District is looking at funding for teacher assistants so PTO can raise solely for enrichment. Blanchard is the only school that doesn't use PTO funds for assistants. ALICE has started. The message to kids is that the first priority is to get out safely and quickly and to listen to teacher or find nearest exit. Kids feel empowered. Teachers are trained; drill will be mid-October. Police have assisted w/ training. Fire drills remain in place but are coinciding w/ new protocol. Codes are not used but language is age appropriate. Doors will be locked in one week. Training is repeated yearly. School has 4 drills/year. Field trips—teachers will be collecting checks only, made out to PTO. PTO will cut check to vendors. This relieves any liability for teachers.

**Annual Fund**– Ezili Mayo-Joseph gave the update. The Conant Directory will be \$5 or free to people who donate to the annual fund. We are working on a direct appeal letter to be sent home soon.

**Fundraisers** - The Variety Show will happen this year. Kids will perform. Sara Wilcox will chair the event. Aiming for end of March/early April. Willow Books will happen this year in late winter.

**Craft Fair** – Andrea Keenan gave the update. We have 70 vendors. Expect 12-13K profit (slight increase), bakery table should make \$300-400. Vendors donate items for us to raffle at a later date (could be worth around \$700). Paul Thompson will do publicity for Craft Fair. Jane Archer will post on social media. Volunteers will help post signs in the community. We will have a banner on Rte. 27 this year! Some suggestions are to make bakery table more visible, have 2 tables (one at each entrance), make it more vibrant and seasonal themed. Parking is all set. Coffee for vendors in morning needs volunteers plus donuts and lunch for them. Vols need to pick up the food and the 6<sup>th</sup> graders like to deliver it to the artisans. Need vols for admissions. Program will need to be updated and printed.

**Open Positions** – Shijesta Victor gave the update. New volunteers for Kindergarten tours (Lakshmi T.), Willow Books (Heather W.), Gardening (Louis Calisi). ICS Class Gifts, Donelan's receipts, logo items, summer reading keychains, and KidStuff coupon books remain open.

**Pumpkinfest** – Jane Archer gave the update. Jane, Michelle M., and Elise C. would like to have a fall festival geared towards the K-4 students and their families. Kids pay \$5 to decorate a pumpkin, there will be a bake sale and games, costumes, and coloring contest. The idea is approved by the group for end of October on school grounds.

**SchoolKidz** kits from Staples got good response but need to be ordered a little earlier for parents to take notice (probably in January). Teachers think this will be fine.

**Presentations for Parents** - There is a lawyer presentation by Feakes(sp.) education for parents only coming up. We would like to tap the parent community for speakers of different professions who could share their expertise with our community going forward.

**Mom's night out** – Linda Vittum gave the update. In early November an event (possibly painting) will be coordinated by Jessica Cody.

**ICS** - There needs to be a method of making sure kids go home with a cake. Idea to add new fundraisers such as a silent auction and/or a used book sale.

First motion to adjourn – *Ezili mayo-Joseph*

Second motion to adjourn – *Andrea Keenan*

Meeting Adjourned: *10:40 a.m.*

Minutes Typed By: *Elise Calisi*