



MINUTES

BROOKFIELD CES PTO

Date | time 09/14/2017 9:30am | *Meeting called to order by* Elizabeth Egge 9:40am

In Attendance

Elizabeth Egge	Katie Zezza, teacher liason
Joan Spector	Randi Lynch
Cyndi DeMayo	Christy Honohan
Alexandra Patrick	Priscilla Kehoe
Monica Bevilacqua	Christina Zimmerman
Dr Krys Salon, principal	Melissa Girardi

Board

The board, principal and teacher liason were introduced. Amber Bugge, recording secretary absent; Joan Spector filling in as recording secretary.

New Business

- Spiritwear – currently exploring options with local company (Rankin) as well as existing provider (EPI). Rankin provides online ordering, price matches EPI, offers all current items and still earn 20% profit/piece. Checking to see if necessary to stick with district wide provider.
- Facebook page – currently “Friend”. Considering migrating to Group. Posts get lost in newsfeeds (or not received at all.) Lack of security of where posts are seen. Group would provide more consistent communication. Mrs Zezza expressed concern about non-Facebook using parents – how will they receive communication. PTO posts information in many places besides Facebook (PTO Newsletter, Dr Salon’s Friday updates, flyers home, etc.)
- Birthday board – Melissa Girardi to take care of again this year. Board changed three times throughout year. Melissa would like flyer sent home prior to each board change as parents often forget.
- Family board will be updated as needed.
- Teacher appreciation – want to begin “monthly thanks” for teachers. Small notes/inexpensive tokens to say “thank you” for all their hard work. Looking for volunteers to chair committee and/or coordinate one month at a time.
- Joan Spector won \$1500 Wellness Package on behalf of teachers. Sophia Wellness of Brookfield will come to school one Friday over lunch periods and do chair massages, health screenings and provide healthy snacks. Will work with Dr Salon to find a date.
- Teacher Survey & Favorite Things list – to be sent out to entire staff as a way to improve relationship with staff. Christina Zimmerman raised concern over “wish list” items not being guaranteed and/or legal. Assured that it will be made known this is simply a wish list and not a guarantee in any way.

Volunteer Opportunities

- Cultural – many opportunities to volunteer for Fall Social, book fair, etc. Sign ups will be done via SignUp Genius closer to event date.
- Box Tops – Christy Honohan volunteered to be committee chair
- TREX Recycling – Randi Lynch volunteered to be committee chair

Treasurer's Report

- Current reporting based off previous years' income/expenses for each category. A few items no longer relevant and will be removed.
- 15 Teacher and staff grants gifted over summer (as of 9/13/17)
- Thank you notes went out to all Spring Fever donors except "Zoobooks Membership" and "Jan Brett Poster" due to unknown provider. Determined to be gifted several years prior.

Principal's Report

- 1st Graders are beginning STAR math testing. Begins in October for baseline testing. There will be parent education during the year
- Assessment meeting for parents (carried over from last year) – one daytime, one evening meeting. Video will be recorded and posted for parents unable to attend. Scheduled for first week of October.
- Bus Tags – please make sure they are on backpacks and are NOT removed.

Committee Reports

- Fundraisers
 - KidStuff Coupon Books 9/12/17 – 9/22/17
 - 50% profit from each book sold.
 - Scholastic Book Fair 10/16/17 – 10/20/17, Teacher preview 10/13/17
 - Will set up 10/12/17 following candidate meet and greet
 - May need bigger space. Will follow-up with Dr Salon
 - Must be a Tier 2 volunteer to walk children to and from classrooms
 - Will need many volunteers for weekday hours
 - Will need bakers for Teacher preview day
- Cultural
 - Fall Social planning in full swing. If you'd like to be involved, please let Alexandra Patrick know or contact brookfieldcespto@gmail.com
 - Wild West Theme (in conjunction with Book Fair)
 - Need many volunteers – slots will be available via SignUp Genius
 - Possibly add popcorn? (might be too messy. . .will revisit)

Announcements

- Picture Day: 9/20/17 – volunteers set. Times TBC.
- Book Fair dates: October 16-October 20
- Fall Social: October 19, 5:30-7:30pm

Next Meeting

10/12/2017

2 meetings to be held on this date:

- 9:30am - Meet the Candidates. Board of Education, Board of Finance and Board of Selectmen candidates from both parties will be on hand to meet parents and give a brief summary of their platforms. Location: Multipurpose room
- 6:30pm for evening PTO meeting. Location: TBD

Meeting Adjourned 10:37AM