

Goodwin PTO Meeting Minutes

Nov 12, 2014

Goodwin Music Room 6:30–7:30

Present: Sara Anderson, Noaris Burgos, Mike Cahill, Helene Marcy, Tracy Rittenhouse, Meghan Silliman, Jenn Scanlon-Passmore, Dambar Hamal, Kristen Zadnik, Chandra Lownes, Ann Caranci, Christine Jeffers, Susan Muirhead, Alexia Smith

Recorder: Alexia Smith

1. Call to order: 6:30
2. Officer's Reports
 - a. President's Report (presented by Chandra on behalf of Kristin)
 - i. Super-hero run: success despite being held on rain date. SignUp Genius allowed for successful communication and organization of registered participants. Many families from K–12 across Mansfield attended. Fire, Police departments, UConn Cross Country and Track volunteered. Raised significant amount for family.
 - ii. Teacher grants: both teachers very excited about grants. Mrs Hodge (mini-ipads for 4th grades), Mrs Titchen (robotic kit). Items have been ordered.
 - iii. December: classroom lunch parents to help with lunch in class because of trestle tree in gym. Two parents per class.
 - iv. Faculty luncheon: parents provide lunch to teachers as a present. Requests for contributions will be coming out soon. Will take place 19 December.
 - v. Yoga night: 9 January with Nancy Alder. Need committee chair. Chandra will reach out.
 - vi. Mother/son bowling night, 6 February: Tri-school event. Need a committee member? Volunteers from other schools exist. Parents suggested renaming parent/son bowling event so as not to exclude single parents or same-sex parents. General agreement. Change to "Bowling with Boys?" "Dancing with Daughters?" Tracy: motion to change name of event. Seconded by Jen. Will check with other schools to attempt a tri-school change.
 - vii. Basketball Tournament. Tri-school event. Week of 16th/23rd March. Need additional committee members. Will be in touch!
 - b. Treasurer's Report:
 - i. Quiet month. \$100 bonus for opening new bank account which covered some of the expenses.
 - ii. \$320 parent donations in past month in addition to \$1230 previous drive.
 - iii. Expenses: checks, 4th grade field trip, PTO pizza and baby sitter.
 - iv. Will investigate funds for students who cannot afford school trips. It may be possible to cover this through the enrichment budget if funds allow.

- v. Megan: motion to accept attached budget. Chandra: seconded motion.
 - c. Secretary's Report:
 - i. Town wishes to limit minutes to one calendar year. This was approved by board.
 - d. Principal's Report:
 - i. Parent pickup: a new system is now in place. Instructions have been sent to parents. Parents congregate in vestibule until 3:35 (can also wait outside). Once bell rings, parents enter gym and children meet them there. Process should be very quick. New policy developed after consultation with a committee consisting of fire and police chiefs, Goodwin faculty, parents, and principals from other schools. Information from field visits to 7 other schools was used to develop new policy. Checks are now in place to enhance the safety and efficiency of pick-up.
 - ii. School security: funds from a federal grant have been obtained to install three new indoor cameras in secure locations (two already exist). Plans are being developed to secure funds for a camera, buzzer and double door at the back entrance near the music room so that the school has two secure entry/exits.
 - iii. Thanksgiving Lunch: Susan Muirhead will be there to celebrate with the school. Thank you to the people who have volunteered to help out. Parents will help with a variety of tasks including set-up, serving food and clean up. Fraternity volunteers have been recruited to help with set-up, heavy lifting, and ensuring that every child sits at the placemat that they have created. Parents can go out with the children at recess.
 - iv. Parent-teacher conferences: PTO was asked to remind parents of need to schedule parent-teacher conferences. Teachers will be reaching out to parents also. In instances where a parent cannot make the scheduled conference times, alternate arrangements can be made. Conference schedules will be checked in the main office to ensure that each family has set up an appointment.
 - v. PTO use of school buildings: building use forms need to be submitted for each event. It may be more efficient to submit all of the forms for scheduled events at the beginning of the year.
3. PTO Business
- a. Harvest Festival (2–4pm 25 October 2014): Meghan Silliman, event was a great success. \$175 raised through t-shirt sales (almost covered cost of event). This will be Meghan's last year. Next year Ann Caranci will take over. Using fraternity/sorority volunteers is essential and very helpful.
 - b. Heritage potluck: Great success. 165 people attended. Nancy Titchen will provide suggestions on how to make the event even better next year.

- c. Outreach: Meghan Silliman reported that UConn Speech and Language Pathology students have chosen Goodwin for their community service. Useful resource if committees need volunteers.
 - d. Resource Book: a parent has agreed to make updates to the electronic file. Should be sending revised document out by January. Now will be distributed as digital file only. Prints can be made at home.
 - e. Magic Show (29 January 2015): Two people have agreed to serve on the committee. Magician has been booked. Requests for parent volunteers will come soon.
 - f. Mileage Club: Next week will be the last week. Very popular with the students and great turnout from parents. Will plan ahead for the spring so that process can be streamlined.
 - g. Enrichment: PTO has covered cost of workshop for 4th grade trip to Mashantucket Pequot Museum. A grant has been submitted requesting funds for robotics kits for Nancy Titchen.
 - h. New Business: Sara Anderson, advertised a new UConn People Empowering People workshop to develop parent leadership skills (www.coventrysteps.com)
 - i. Next PTO meeting will be in January.
4. Adjourned: 7:35

Treasurer's Report

Goodwin PTO Treasurer's Report
Profit & Loss Statement
Oct 8, 2014 – Nov 11, 2015

Starting Amount	\$20950.18
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Income

Bank Bonus	\$100.00
Parent Contributions	\$320.00

Total Income	\$420.00
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Expenses

Check Order	\$10.70
4 th grade field trip	\$22.00
PTO Pizza	\$28.71
PTO sitter	\$30.00

Total Expenses	\$91.41
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Profit / Loss	Profit	\$328.59
Box Top Balance		\$2,786.34
Balance		\$21,278.77