

Goodwin PTO Meeting Minutes
19 October, 2016
Goodwin Music Room 6:30–7:30

Present: Susan Muirhead, Jen Scanlon-Passmore, Shelby Fuerst, Chris Connelly, Eleiza Braun, Jearl Clark, Marisol Dumeng, Jie Zhang, Keli Rice, Andrew Starkey, Karen Menuz, Kathleen Peirsman, Nancy Titchen, Keri Jenkins, Meghan Silliman, Alexia Smith

Recorder: Alexia Smith

1. Call to order: 6:35
2. Officer's Reports
 - a. President's Report (Jen Scanlon-Passmore)
 - i. Introductions of all present.
 - ii. Motion to accept minutes from September by Megan Silliman, Karen Menuz seconds.
 - iii. Many parent donation checks have been received. The drive was an attempt to reduce fund raisers. Have received well over \$1000, but final amount will be presented at next meeting. PTO makes money off Square One Art, Scholastic Book fair, and Big Whale Bash (the big fund raiser in May). Typically raise \$1000s at the Big Whale Bash and Silent Auction.
 - iv. Recent meeting with Kelly Lyman: Mansfield schools will emphasize reading workshops this year. Susan Muirhead elaborated on program (see below). Kelly Lyman will discuss with Board of Education what needs and goals of elementary schools are. Now wish to utilize more technology and change architecture of classrooms to reflect new teaching needs. Today's children will likely have, on average, 18 jobs throughout their career so they need a varied skill set to be well prepared. Many of the jobs kindergarteners will work at, have not yet been created so we need to try and anticipate their needs.
 - v. Many new parents signed up for emails and make new likes on the Facebook page. New parents present at the meeting learned about the meeting via email and Goodwin calendar. Can always improve on communication. Please let us know if you have ideas on how we can do that. Suggestions include using Remind website or Twitter.
 - vi. Price Chopper contacted the school to see if Goodwin wishes to continue with the points program they offer. Will discuss at November meeting. Big Y also has a program. Both stores have been good partners to the school.
 - b. Vice-president report (Veronica Barcelona de Mendoza)
 - i. Not present.

- c. Treasurer's Report (Shelby Fuerst)
 - i. Profit and loss statement presented (included below).
 - ii. September was a transition month. Needed to visit bank for Shelby to gain permission to sign checks.
 - iii. Will now transition from meeting-meeting financial reports to calendar month reports which are more aligned with bank statements.
 - iv. October statement will be more detailed. Checks written for iPads and other events.
 - v. Box Top Balance: at some point someone wanted to track the Box Top funds so they have a separate line item. Barbara Mellone will be sending out a flyer regarding Box Top collection soon. Box Tops can be found on certain food products. Need extra help cutting out box tops and organizing box tops. Generates a decent income.
 - vi. \$2 paper statement fee will no longer be charged. All statements posted online.

- d. Secretary's Report (Alexia Smith):
 - i. Minutes from last meeting submitted to Goodwin PTO website.
 - ii. Family Contact Book sent out. Many thanks to Kristen Ricci.

- e. Principal's Report (Susan Muirhead):
 - i. Reading Workshop: Literacy coaches and consultants researched best ways to provide reading instruction. Most gains received from workshop approach (Balanced Literacy Approach). Now used with 3rd and 4th graders. Rather than require children to read at a particular level, children are taught how to read a "just right" book. Focus of workshop includes mechanics of reading, learning to read and reading to learn, but also includes strategies for individual or small group needs. Strategies may include visualization (students may have different books and can still picture their texts in their minds). Teachers report that the students are excited and like the new approach. Social Studies and Math are not being ignored. Building towards making changes in these subjects by focusing first on one strategy.
 - ii. Kelly Lyman is also introducing instruction of 21st Century Skills (4Cs). Now information is easily accessible online: developing collaboration, critical thinking, creativity, and communication are seen as more important than fact memorization. Some of the highest performing schools in the US and Finland take the time for children to work through topics. Need to develop perseverance. Many exciting changes will take place in the upcoming years. Kelly Lyman is very eager for parents to come to the meetings.
 - iii. School has not generated a lot of income from clothing donation bins. Can also send stuffed animals, clean rags, shoes since textile that cannot be worn will be recycled. Clothing needs to be bagged.
 - iv. Egg Drop Event run by Nancy Titchen coming up (28 October).

- v. Fire Prevention Day was held and was a success. Firefighters had to leave early owing to a fire.
- vi. Principal Coffee and Conversation: typically happens monthly. Next one will be in early December (generally 1st Friday of the month). Can talk about a specific topic or anything parents wish to discuss.
- vii. Buddy Bench: staff met to discuss rules of buddy bench. Students were told about the rules in an assembly. Rules exist on how it can be used constructively. Children cannot passively sit until they are asked to play. Goodwin is now engaging in a UConn study to examine how adults can modify their behavior to encourage children to be kinder at recess. This is part of a larger focus on Reading, Writing, and Relaxation, the latter of which includes feeling included.
- viii. SBAC Test Scores: state provided a target score of 75 for Goodwin and Goodwin scored 76 for ELA and 73 for Math. Goals is to continue to improve. Biggest problem: cannot be considered a school of distinction because participation rate in the testing was lower than goal (actual 88% participation of goal 95% participation). School is doing well, SBAC tests take less time than other testing (CMTs). SBAC tests adjust to child's knowledge level. Goodwin STAR goal set at 55% (national average set at 40%) which helps identify students who need additional reading help.

3. PTO Business

- i. Family Contact Book: many thanks to Kristen! Smooth process this year.
- ii. Barre Classes (11/18, 12/9, 1/13, 2/10, 3/17, 4/21, 5/19, from 7:15–8pm) led by Keri Jenkins. Classes will be held in Music Room. Fun workout. Susan will check with Michelle to see if class can be moved to gym. The idea is to welcome people rather than generate income, so the donation is suggestion. A range was suggested (\$5–10) but no donation is ok too. Typically barre classes cost \$20.
- iii. Book Fair (Thanksgiving Week): Still need a chair! Julie Klimkiewicz is willing to work with a new chair and help with the transition to a new chair. Jen reports that Jill Mindick cannot chair the event but can help considerably during the mornings. Duties include contacting Scholastic Fair once a year to arrange dates, be at the school to oversee setting up the fair once the book cabinets arrive, coordinating volunteers, closing up the fair and counting the money. Sounds like a big job, but it isn't. Kathleen Peirsman is willing to volunteer. Jie Zhang volunteers to help chair! Thank you Jie!
- iv. Harvest Festival (30 Oct 2016): Meghan Silliman, will set up the Haunted Hallway on Friday 28th. Can easily set up the rest on Sunday. Need volunteers to help decorate classroom doors. Harvest Festival is an annual event where classroom doors are decorated. Some doors have games and some have trick-or-treating. Children come dressed

in costumes, play games and trick-or-treat. In gym, there are more games, crafts, and popcorn. Hallway is decorated with lights. Fun and free Goodwin community event. In the past, some parents have coordinated with teachers and created a craft. Students have each made a bat, scarecrow or pumpkin to attach to the door. Parents typically provide materials. Can decorate at 12:00 on Sunday or on Friday after school. Susan requested that decorations be left up for Monday. UConn volunteers are not available this year.

- v. Heritage Potluck (17 Nov 2016): Nancy Titchen took over the event a few years ago. Last year 182 people came. It is a wonderful event! Nancy will send out a flyer requesting parent donations of food in potluck form. Nancy goes to each classroom to tell students what the event is about. Very low key event. Tables are set up with paper goods, activities with an international theme. Last year ran out of plates. This year \$75 has been budgeted.
- vi. Entertainment night: Riverside Reptiles? Riverside Reptiles offered a program at the recent Cornucopia that was well received by children. Marisol Dumeng called Riverside Reptiles and they charge \$270 for a 45 minute program. General support for hosting this at the school in January. Tentatively picked January 26 2017. Maybe charge \$5 per person, \$20 cap per family. Idea is to cover the cost of the program rather than generate a lot of income.
- vii. Thanksgiving Feast (18 Nov 2016): held during the school day. All of the students, teachers and staff sit down to a meal together. Requires parent volunteers to help set up, serve the food, and/or clean up. Cafeteria staff make all of the food. Wonderful Goodwin tradition. Jen will chair event and will send out a request for volunteers.
- viii. Virginia Walton (recycling coordinator, Mansfield): Virginia would like to come back to discuss recycling initiatives and ask families to implement initiative (Too Good to Waste: families weigh how much food they throw away each week with a goal to reducing waste long-term). Virginia is helping co-chair the Green Thumbs Club for 4th graders that meets monthly at Goodwin. Will discuss again in January whether to hear more about the program.
- ix. Mileage Club: working very well. Can always use more volunteers. Would be good to put out another call for volunteers.
- x. Field Trips: Kristen Ricci requested whether there could be an account for teachers to deposit checks for field trips. Susan Muirhead: this has already been set up. Checks are made payable to Goodwin and it is now no longer possible for teachers to request personal checks. This was done to facilitate the process and enhance transparency.
- xi. Photograph Packages: Meghan Silliman. Is it possible to consider a different company for the school photographs? Meghan will send information to Susan about yearbook and pricing. Susan and Michelle will investigate other options. It is important to consider fundraising options (% contribution to PTO, etc.). Seems as if quality was reduced relative to last year. Would be useful to see a proof first, but many

companies don't work that way now and offer a retake if the initial picture is disliked.

- xii. Fourth Grade Promotion: Marisol Dumeng is willing to help. Goal is to help coordinate volunteers to donate refreshments. Can provide a DVD with pictures that documents the students' time at Goodwin.
 - xiii. Nancy Titchen: Students are performing a magic show on Halloween. School-wide play, Hello Shakespeare in early January. Details will be sent out soon. Parents are welcome.
 - xiv. Halloween Parade (1:00, 31 Oct 2016): children bring costumes to class and change later. Parents are welcome to attend the parade but must stand in a designated spot. Pre-K-2nd parade through both halls followed by 3rd and 4th graders.
4. Motion to adjourn: Meghan Silliman, Kathleen Peirsman seconded. Meeting adjourned: 8:05.
- i. Treasurer's Report

**Goodwin PTO Treasurer's
Report Profit & Loss Statement
September 1, 2016 – September 30, 2016**

Starting Amount	\$15,148.27
Income	
<hr/>	
Total Income	\$0
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Expenses	
Pizza 9/14/16 PTO Meeting	\$30.84
Sitter 9/14/16 PTO Meeting	\$50.00
Paper Statement Fee	\$2.00
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Total Expenses	\$82.84
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Profit/Loss	-\$82.84
Box Top Balance	\$3435.24
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Balance	\$15,065.43