

Southeast PTO Meeting Minutes- June 6, 2016

Attendance- Lena Rossi, Noreen Halbrooks, Mel O'Donovan, Lauren Rodriguez, Jennifer Mott, Olivia Lacy, Erin Christopher, Lindy DeGennaro, Erin Clark, Jana MacDonald, Jon Sgro, Mary deVecchis, Sheralyn Sibilia

Meeting called to order at 6:39pm by Erin Clark

1. Upcoming Events-

- **Applebee's Pancake Breakfast fundraiser-** Event is this Saturday June 11th 8-10am. We have sold approx. 60 tickets and will be selling them at parent drop off and pick up. Student and parent volunteers can still sign up. Applebee's needs a head count by tomorrow(Tuesday).
- **Welcome Back to School Teacher Luncheon-** Scheduled for Tuesday August 30th. A Sign-Up Genius will be created before school starts asking volunteers to supply food.
- **Welcome Back Ice Cream Social-** Scheduled for Friday September 2nd.
- **Carnival Committee Summer Meetings-** The fall carnival is scheduled for Saturday September 24th. Olivia Lacy, Thao Doran, Lindy DeGennaro, Susan Cote, Sheralyn Sibilia have volunteered to be on the committee. Noreen Halbrooks has offered to run the bake sale again. Erin Clark and Jennifer Mott have volunteered to run the silent auction again. We will be creating a sign up sheet explaining what we still need volunteers for. There will also be a flyer sent out explaining what our PTO fundraising money supports.

2. Wrap-Up- The 4th grade moving on ceremony went well. Thank you to all the parents who volunteered for the event, especially Sarah Kaufold and Louanne Cooley. We are still waiting on our profit total from the Scholastic Book Fair but we anticipate we made less than last year. We raised \$677 at the end of the year Ice Cream Social which will be donated to the Demi Fisher family. Thank you Southeast Families for your support and generosity, and to Elle Ouimet and Thao Doran who organized the ice cream social. We will also let the teachers know that there are lots of popsicles left. Also, the PTO would like to thank all the 4th grade parents who have volunteered and supported us over the years.

3. Recruit Volunteers- Teams and chairs for event/fundraisers are still needed for 2016/17. Jana MacDonald offered to organize the November bake sale at school. The Presidential bake sale will be at the library. Lena Rossi will do the Munson's fundraiser again. There was a discussion about the book fairs for next year. Do we want to do two? We may have the option of doing two Scholastic book fairs or we can check to see if teaming up with Barnes and Noble is an option. We will also check with Ms. Wakely(school librarian).

4. Treasurer's Report with Budget Vote for 2016/17- Budget handouts were presented. The PTO brought in more money this year because of the success of the carnival, the Wizard's basketball game and Square One art. Attendees reviewed the proposed increase sheet. There was a proposal to buy another Mansfield library pass. A Sturbridge Village pass costs \$400 and gives each person 50% off. Jana MacDonald made a motion to buy this for the library and Sheralyn Sibilia seconded the motion. The PTO decided to increase funding for the high school scholarship from \$250 to \$500. Ms. Rodriguez made a motion to increase the funding for the teacher grant requests to \$1500 and Mel O'Donovan seconded the motion. Ms. Rodriguez reported that Southeast got a grant for 4 iPads and there may be a need for more next year so this may be a future request. Funding for the 4th grade moving on ceremony was increased to \$675 per Sheralyn Sibilia's motion. The PTO will discontinue the Jeannine fundraiser but may add a mini golf fundraiser and possibly a baseball game fundraiser. The PTO increased the beautification garden funding to \$200. A motion to accept the budget was made by Sheralyn Sibilia and seconded by Lindy DeGennaro.

5. District 19 update- On Tuesday June 7th there will be a BOE Meeting at 7:30 in the EOS Library. The June 9th Building Committee meeting has been postponed.

6. Mansfield BOE Update- An update is scheduled for Thursday June 23rd at 7:30 in Council Chambers. There will be public comments regarding sending Willington students to Mansfield.

7. Principal's Report- Ms. Rodriguez made a plaque presentation to recognize two parents for their volunteerism- Erin Christopher and Erin Clark. Ms. Rodriguez shared a letter from the kindergarten and preschool classes requesting a sand box for the playground. Southeast is the only elementary school that does not have a sandbox. The goal is for the town to fund some of this project and the SE PTO will be asked to fund as well. The town manager and Parks and Rec director have already met with Principal Rodriguez. The playground will have to be expanded. We will also most likely purchase 2 seesaws. The town will be responsible for maintaining the playground equipment. The staff is also planning on adding an art/crafts station at recess for next year. Southeast has an opportunity for a free concert in the fall by Tony Memmel who is part of the Lucky Fin Project. Mr. Memmel is a musician who does not have lower arms and uses a prosthetic arm so he can play guitar. The Gawlicki Foundation has offered to pay \$800 to fund the concert at Southeast. The potential date will be Wednesday October 12th.

8. Officers needed for 2016/17- Noreen Halbrooks will remain Treasurer and Sheralyn Sibilia will be Secretary but the PTO is still in need of a President and Vice-President(s).

9. PTO Housecleaning help needed- Volunteers are needed to organize the various storage areas the PTO uses at school. Several in attendance offered to help when school is over.

10. Other- There was a general discussion about the gardens in front of the school. Also, the Stories for Southeast program needs to be discussed in the fall.

Meeting adjourned at 7:57 by Erin Clark

Respectfully submitted by Jennifer Mott and Sheralyn Sibia, Co-Secretaries

HELP WANTED

There are coordinators and team members needed for these positions and others. If interested in learning more or signing up, please email us at southeastschool.pto@gmail.com or contact one of our PTO Officers. We will get you the information you need to make the most informed decision possible. As life throws us curveballs, our ability to volunteer can change and we understand that. We are all volunteers-having fun, making a difference, and supporting each other!

Southeast School Benefits from YOU!!!

<p><u>Scholastic Book Fair</u></p> <p>This team will contact Scholastic Books, coordinate dates with the SE library and office, and create a flyer and a book wish list. This team will also coordinate volunteers with PTO officer assistance. The book fair is held in late May/Early June.</p>	<p><u>Southeast Silent Auction Team</u></p> <p>This is one team where we need as many volunteers as possible. This is typically Southeast's largest fundraiser of the year and we would like to begin soliciting for the event ASAP since it is held in September! Some donations can even be requested online! Please consider joining this important team effort!</p>	<p><u>PTO Fall Carnival Team</u></p> <p>This team helps plan the games, ticket sales, volunteers, food, and entertainment for our fall carnival in September. New ideas welcome! By dividing the responsibilities into multiple areas, no one person would have too much to do! We need many volunteers for this large event!</p>
<p><u>Family Nights Team</u></p> <p>A team designed to help plan our Southeast Family nights. These nights are not about fundraising, they are about getting our families together! New ideas for the 2016-17 year are welcome!</p>		<p><u>Applebee's Pancake Breakfast Team</u></p> <p>Who doesn't love a good breakfast served by our own Southeast students? This team will help plan our Applebee's Pancake Breakfast in February. Tasks include contacting Applebee's, promoting the event, selling tickets, and organizing volunteers.</p>
<p><u>Gardening Team</u></p> <p>This team coordinates with the school office and Green Thumbs club to help maintain the small gardens on the school property. A couple of hours in the fall and spring should get the job done!</p>	<p><u>Square 1 Art</u></p> <p>Work with the Art teacher, Ms Anger, and classroom teachers –get catalogues of students' art to all families and help distribute what families order.</p>	<p><u>Teacher Appreciation Team</u></p> <p>This team plans and organizes our Teacher Appreciation luncheon in May as well as other spontaneous appreciative gestures throughout the year! We love the staff at Southeast and this team is key in making sure they know it!</p> <p style="text-align: right;"><i>Thanks!</i> </p>

Here is a list of the things YOU
provided by supporting PTO
fundraising and events:

- **Museum Passes for the Mansfield Town Library(new this year, Sturbridge Village and the Lutz Museum)**
- **Fun in Your Own Backyard Supplies**
- **4th Grade Moving On Ceremony(supplies, cake, shirts etc)**
 - **4th Grade Yearbooks**
- **George Dennehy Concert and Assembly**
- **Southeast Scholarship for an E.O. Smith Graduate**
 - **May Enrichment Cluster Supplies**
- **Noise-Softening Headphones for grade 4**
 - **Teacher Appreciation Luncheon**
 - **Para-Professional Breakfast**

- Young Author's Day
- Student Leadership Conference(cost to send selected student)
 - Family Math Night
 - Family Literacy Night
 - Kids Marathon Registration
- Supplies (for events, postage, paper, etc.)
 - Babysitting for meetings
 - March Nutrition Month Event
 - Secretaries' Lunch
 - Running Club Snacks
 - Ice Cream Socials
 - Sunshine Club
 - Science Programs
- Supplies for Cocoa and Cultural Craft Night
 - Square One Art Scholarship
 - Field Trip Support
- Harlem Wizards Event Start Up Costs