



**PTO Meeting Minutes
January 18, 2017**

In attendance: Darcy Carn, Jenn Kohan, Leah Ann Sheehan, Sara Malcolm, Jill Miller, Lisa Wood, Galia Sicard, Alex Gallant, Shannon Seyda, Jennifer Dawson, Ed Acevedo, Kathy Powers, Sheila Connelly, Kathy O’Leary, Ann Butler

Minutes from the November 30th and December 8th meetings were approved.

Financial Report

Jill reviewed the financial report and commented that the financials are strong. Income since the last meeting came from Food Day, various donations, and the spirit wear drive, which brought in \$1,226.15. The cultural arts committee has been using their budget to bring in great programs, such as “The Winter Holiday Express” in Gillette School and “John Marshall’s Weather Tour” in Millington School. Between the checking account, dedicated fund, and bingo account, the PTO has approximately \$120,498. However, \$46,488.80 is committed to items from the budget that was approved at the June 2016 meeting. The balance does not include the approved request of \$4,600 for the Millington mural and previously discussed requests for the Gillette mural and Central water fountains. There is also an outstanding 2016 budget item for each school’s library totaling \$2,100 (\$700 per school.)

Account balances as of January 18, 2017

Assets:

Cash and Bank Accounts	
Bingo	\$34,491.35
Central School Funds	1,028.23
Checking Account (MSB)	47,206.79
Dedicated Fund	38,799.86
Recreation Fund - Savings	505.15
TOTAL ASSETS	\$122,031.38

Liabilities:

Other Liabilities	
Central School Party Dues	-852.17
TOTAL LIABILITIES	-852.17

OVERALL TOTAL \$122,883.55

President’s Report

See Additional Comments.

Vice President’s Report

Leah Ann shared some upcoming events. The Long Hill’s Got Talent 2017 is Friday, January 27th in WHRHS. The Bingo/Basket Raffle is February 24th in Millington School. The LHT PTO Night at the New Jersey Devils vs. Calgary Flames is February 3rd. Tickets are still available. Ticket order forms for all these events can be found on the district website under Friday Flyers. Sara reported on the Millington Mural in the All Purpose Room. It will be painted by the same artist and the 4th/5th graders. Parent volunteers will be needed from April 4th-20th.

Secretary's Report

There were no correspondences this month.

School Representatives' Report

Jill shared the events at Gillette School.

January	30&31	Kindergarten Registration
February	10	Spirit Day – "Tie Dye"
	14	Valentine's Day parties (ice cream provided by the PTO)
	27	Visit by author Mike Rex, sponsored by the PTO

Galia shared the events of Millington School.

January	20	International Day for 3 rd graders, sponsored by the PTO
February	10	Spirit Day – "Tie Dye"
	14	Valentine's Day ice cream socials (ice cream provided by the PTO)
	22-24	CoGat Testing for 4 th graders

Shannon shared the events of Central School.

February	3	Honor Band Performance
	7	Consortium Event - General Knowledge, sponsored by the PTO
	8	Activity photos for Yearbook
	22-24	CoGat Testing
	23	Consortium Event - Forensics Competition, sponsored by the PTO

Teacher's Report

Mrs. Powers reported that the teachers are looking forward to the Talent Show and Bingo/Basket Raffle.

Administration Report

Dr. Acevedo reported that the district should have the results of the lead testing by the end of the month. The findings will be shared with the public and if any remediation is recommended, it will be completed immediately. He also shared that he met with the three principals and the PTO co-presidents. They discussed possible future projects, district priorities, and the desire to earmark funds for beautification of our schools. There will be a Superintendent Social on January 24th and another Principals' Tea in February.

Mrs. Connelly, Coordinator of Instructional Technology and Webmaster, clarified the procedures for Friday Flyers and Eblasts. Information to be posted on Friday Flyers should be emailed to her by Thursday at noon. Information for Eblasts should be sent to her, as well as Dr. Acevedo. Ms. Connelly also shared that the district has met with three different web providers with the hope of improving the district website.

Mrs. Dawson reported that the CoGats are February 22-24 for the fourth graders. The PARCC window will be opening in March into April. This year the fifth graders will be using their Chromebooks which will help with the scheduling of the computer labs. Finally she mentioned her interest in working with the PTO for funding lockers for the fifth grade.

Teacher Requests

The following request was reviewed, voted on, and approved:

George Villar, Central School principal, requested \$2,400 for two water fountains with bottle filling stations that will be installed by the new and old gym. This request was originally presented at the May 18th, 2016 meeting for \$3,000.

Additional Comments

Kathy O'Leary inquired about the balance of the PTO account and what the plans were in regard to the surplus. She shared her interest in a new playground for Gillette School. She explained how she met with vendors, gathered quotes, and had input from Dr. Jones and Mrs. Dawson.

Jenn and Darcy acknowledged there is a surplus. They have met with the superintendent and the three principals about each building's wish lists and priorities. The needs of the students in all three schools, the teachers, and parents are being taken into consideration.

Jenn and Darcy also explained that the PTO has approximately a \$60,000 annual budget, which was approved at the June 2016 meeting. It can be found on the district website. It is comprised of cultural arts and science events, Visiting Authors, grade level events, etc. \$5,000 is budgeted for teacher requests. The PTO has been fortunate to have a surplus which enabled grants beyond that \$5,000. For example, last year the PTO was able to fund an additional \$4,000 in teacher requests and \$31,000 technology grants, which was requested by administration and voted on by general membership. When any request is submitted, it is listed on the PTO agenda for discussion and subsequently voted on by general membership.

Ann Butler asked if upgrades to the playground are a possibility. Based on some of the quotes, the PTO is not able to cover the entire project but is interested in helping to fund improvements to the Gillette playground. The official request about what kind of improvements has to come from Dr. Jones and then voted on by general membership.

Closing