



**PTO Meeting Minutes  
November 30, 2016**

**Welcome and Announcements**

**In attendance:** Jenn Kohan, Sara Malcolm, Leigh Ann Sheehan, Lisa Wood, Jill Miller, Florencia Squizziato, Alex Gallant, Sue Gully, Denise Thompson, Ann Butler, Jane Fragnito, Kathy Powers, Karen Burgerhoff, Melissa Backer, Lori Jones, Ed Acevedo.

**The minutes from October 19, 2016 were approved.**

**Financial Report**

Jill reported that the financials are strong and the PTO should consider spending outside of the approved budget for the mural projects at Millington and Gillette. Kidstuff Coupon book sales brought in \$2587.50. The fall fundraising sale raised \$4189. Some recent expenditures include the magic show for Family fun night at Millington.

Account Balances Report as of November 30, 2016

(Includes unrealized gains)

**ASSETS**

Cash and Bank Accounts	
Bingo	\$34,478.35
Central School Funds	2,054.30
Checking Account (MSB)	43,175.83
Dedicated Fund	38,790.16
Recreation Fund - Savings	<u>505.03</u>
TOTAL Cash and Bank Accounts	119,003.67
TOTAL ASSETS	119,003.67

**LIABILITIES**

Other Liabilities	
CS Party Dues	184.06
TOTAL Other Liabilities	<u>184.06</u>
TOTAL LIABILITIES	184.06

OVERALL TOTAL \$118,819.61

**President's Report**

Jenn welcomed everyone to the meeting and introduced the new board members. She commented that the Spirit Wear sale went well. The Fall Fundraisers orders were distributed today. The Coat drive will be starting December 2<sup>nd</sup> in all three schools. The Long Hill's Got Talent is scheduled for January 27<sup>th</sup> and the Bingo/Basket Raffle is February 24<sup>th</sup>.

**Vice Presidents' Report**

Leigh Ann reported that the Fall Fundraiser orders were picked up today. She commented that a new catalog was offered this year which had mixed reviews. Though there were more orders this year, families purchased less items. Extending the deadline helped. The Spirit Wear had a nice turnout. This year the distribution was organized via email where parents could decide to pick up orders or have items sent home with their children. Approximately \$1,200 was raised.

The Bingo/Basket Raffle will be on February 24th with a snow date on March 3<sup>rd</sup>. Volunteers and basket donations are still needed. Please see Florencia Squizziato and Llora McAvoy if interested.

Sara shared that there will be a NJ Devils Game for Long Hill families on February 3<sup>rd</sup>. Orders are due by January 6<sup>th</sup>. Please see Friday Flyers for more information. Box Tops are still being collected. Send in by the end of each month. More information will be coming about how to register a family's Shoprite PricePlus card in order to electronically receive Box Tops credit. Each building will be participating in the PTO Coat Drive from December 2<sup>nd</sup>-16<sup>th</sup>.

### **Secretary's Report**

Lisa read a thank you letter from Sr. Elsa Jeronimo of St. Vincent's. Sr. Elsa was very grateful for the food that was collected for the food pantry. She commented that an average of 60 local families benefit from the food pantry. A thank you poster was also received from Ms. Tremarco and her 2<sup>nd</sup> grade class, thanking the PTO for the seat sacks.

### **School Representatives' Report**

Florencia shared the events of Gillette School.

December	1-23	Mitten Tree
	6	set up for Holiday Shoppe
	7-8	Holiday Shoppe
	16	Spirit Day - "Favorite Sweatshirt"
	19-23	Holiday class parties TBA

Lisa shared the events of Millington School.

December	16	Spirit Day – "Favorite Sweatshirt Day"
	23	Holiday class parties at 11:45am

Jenn shared the events of Central School.

December	6	Consortium Spelling Bee
	15	Band/Choral Winter Concert 7:00pm
	16	Band/Choral in-school assembly 9:30am
	23	8 <sup>th</sup> grade to visit WHRHS for Winter Concert 9:30am
	23	All-School Holiday Party – lunch provided by PTO
January	9	School wide Spelling Bee
	12	Consortium Volleyball Tournament

### **Teacher's Report**

Kathy Powers asked about the Shutterfly accounts. It was explained that since there had been a growing interest in sharing pictures of classroom parties and events, a class parent from each room created a private share site, available only to the families and teacher of the specific class. Kathy inquired about the status of the refillable water stations in Millington and Central. Jenn acknowledged that Mr. Villar did send the PTO some information about the water stations. Though a formal request has not been submitted, the PTO hopes to have something to review by the next executive board meeting. Kathy also inquired about the status of the water testing. Dr. Acevedo, who was present at the meeting, gave an update and described the lengthy process. Finally, Kathy asked about possible playground improvements. Jenn had no new information other than what was shared at the October 19<sup>th</sup> meeting by a parent in attendance.

### **Administration Report**

Dr. Jones reported there will be a Principals' Coffee at the end of January/early February. A flyer will be sent home. It will be also be posted on Friday Flyers and on the district calendar.

Dr. Acevedo shared that the district received great feedback from the Communication survey in regard to how to enhance communication with the community. 143 families responded. Dr. Acevedo thanked the PTO for participating in the "Bring Dinner Home" drive to support Camden Street Elementary School in Newark. He also mentioned that the 2017-18 school year calendar has been posted and it includes parent teacher conferences in March 2018. The Robotics Club, possible through FORCE, finished first and second place at the VEX-IQ challenge. The club is comprised of an elementary team and two middle school teams. Finally, Dr. Acevedo reviewed the PARCC results. He commented that we should be proud of our students and the numbers were beautiful. The October 24<sup>th</sup> presentation can be found on the district website. If anyone has questions about the results, they should call or email Dr. Acevedo.

**The following teacher requests were discussed:**

Completion of the Millington Mural in the All Purpose Room (\$4,600)  
Since the PTO would like to hire the same artist that was used in 2011, this request will be voted on at a special meeting on December 8<sup>th</sup>. The project will take 5 days. The fourth and fifth graders will participate. Dreyer Lumber will donate the paint.

Gillette School Mural in the All Purpose Room (\$5,100)  
If the same artist is hired, it will take 7 days since the room requires more prep work. The entire room needs to be primed (floor to ceiling). A committee and theme are still needed. Perhaps TEMCO can do repairs and priming. Since there are still some items to discuss, this request will not be voted on in December, however, the PTO is very interested in having this project completed.

**The following teacher requests were voted on and approved:**

Stacie Holzinger, first grade teacher, Gillette School, requested \$229.14 for a kidney shaped table for her classroom to be used for small group instruction and guided reading group.

**Closing**