



PTO Meeting Minutes January 20, 2016

In attendance: Darcy Carn, Jill Long, Alex Gallant, Lisa Wood, Denise DiSarno, Ann Butler, Florencia Squizziato, Michelle Wilson, Alex Blinder, Kathy Powers, Sheila Connelly, Lori Jones, Nicole Dilkes.

Guest speaker: Nicole Dilkes, Dean of Students and Dr. Jones, Principal and Director of Curriculum:

Mrs. Dilkes and Dr. Jones gave a presentation on the NJ Anti-bullying law. Their Power Point presentation can be found on the district website. They began by sharing the definition of harassment, intimidation, and bullying (HIB). Dr. Jones commented that as parents we may perceive bullying differently than how it is actually defined by the state. She clarified important vocabulary about the law and explained the roles of the Anti-Bullying Coordinator (Dr. Jones) and the Anti-Bullying Specialist (Mrs. Dilkes). Mrs. Dilkes reviewed the timeline and consequences when a parent or teacher reports a possible HIB situation. All disciplinary issues, whether "HIB" or "conflicts" are handled according to the district's Code of Conduct. Mrs. Dilkes also discussed how the district is fostering a Positive School Climate, including initiatives already in place and new programs being introduced.

Guest Speaker: Shelia Connelly, Coordinator of Instructional Technology

Mrs. Connelly shared that LHT PAC requested that she explain Google Apps with parents. Students in grades 4-8 now have Google accounts. Teachers are assigning work for them to complete with their Google accounts. One of the advantages of using Google accounts is that work can be done on any computing device that is connected to the Internet. She demonstrated that there are several ways that students can work from their Google accounts while at home.

Minutes from previous meeting

The meeting minutes from November 18, 2015 were approved.

President's Report

Darcy reported that we now have a committee to run the School Supply Kit Fundraiser - Cara Hall, Amy Moran, and Alexis Herring. Information will be coming home in March. Hopefully the kits will be delivered directly to the schools. Also, Angela Cuonzo will chair Victorian Day in Central School. The Spring Book fair may be postponed to later in the year.

Vice President's Report

Jill reported for Shannon that the Talent Show on January 29th will probably sell out. Ticket orders are due by Wednesday. Bingo is February 19th. Volunteers and basket donations are still needed. Contact Florencia Squizziato or Llorca McAvoy if interested. Finally the Wizards Game is April 8th – save the date!

Financial Report

Alex reviewed the financial report.

Account balances as of January 20, 2016

Assets:

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|------------------------------|---------------|
| Bingo | \$20,912.84 |
| Central School Funds | 954.99 |
| Checking Account (MSB) | 10,889.66 |
| Dedicated Fund | 38,744.39 |
| Recreation Fund - Savings | <u>528.43</u> |
| TOTAL Cash and Bank Accounts | \$ 72,030.31 |
| TOTAL ASSETS | \$ 72,030.31 |

Liabilities:

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|-------------------|------------------|
| CS Party Dues | <u>\$ 955.06</u> |
| TOTAL LIABILITIES | \$ 955.06 |
| OVERALL TOTAL | \$ 71,075.25 |

Secretary's Report

Lisa read thank you cards that were received from

- The fourth grade classes, who thanked the PTO for a wonderful visit with author Lisa Graff, who was "sweet as pie." The students commented that they learned the importance of "eavesdropping" and that they should not be "boring writers." They loved being the the first ones to hear her newest story Clatter of Jars.
- Mrs. Alaan, Occupational therapist, who expressed her appreciation for the iPad apps.
- The students of Ms. Franco's fourth grade, who greatly appreciated the new book shelves.

School Representatives' Report

Florencia shared the events at Gillette School.

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| January | 8 | Spirit Day - "Braids and Bandanas" |
| | 25&28 | Kindergarten Registration |
| | 29 | End of Marking Period 2 |
| | 29 | Long Hill's Got Talent @ WHRHS |
| February | 3 | Dental Health Assembly |
| | 11 | Valentine's Day parties |
| | 19 | Spirit Day - "Tie Dye" |

Denise shared the events of Millington School.

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| January | 8 | Spirit Day - "Braids and Bandanas" |
| | 12 | Choral Winter Concert |
| | 13 | Author Sarah Weeks visited 2 nd & 3 rd grade |
| | 13 | Trip to the Newark Museum for 5 th graders |
| | 22 | International Day for 3 rd graders |
| | 29 | End of Marking Period 2 |
| | 29 | Long Hill's Got Talent @ WHRHS |
| February | 11 | Valentine's Day socials |
| | 19 | Spirit Day - "Tie Dye" |
| | 24-26 | CoGat Testing for 4 th graders |

Darcy shared the events of Central School.

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|---------|----|---|
| January | 13 | Consortium Forensics Competition at College of St. Elizabeth's |
| | 21 | "Ryan's Story" Assembly 9:25AM sponsored by PTO |
| | 21 | "Ryan's Story" presentation for parents 7:00PM sponsored by PTO |
| | 22 | School dance 7:00-9:30PM |
| | 27 | "Truth about Drugs" for 7 th graders |
| | 29 | End of Marking Period 2 |

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| | 29 | Long Hill's Got Talent @ WHRHS |
| February | 2 | Activity photos for Yearbook |
| | 2 | Consortium General Knowledge Competition at Newark Academy |
| | 9 | Consortium Volleyball Competition at Morris Plains |

Teacher's Report

Mrs. Powers reported there is a lot of buzz about the upcoming PTO events. The teachers are looking forward to the Talent Show, Bingo/Basket Raffle, and Wizards game. She also shared some sunshine news. Mr. Golub and Mrs. Aranja are awaiting the births of their babies.

Administration Report

Dr. Jones reported that **if** there is a snow day on January 25th the kindergarten registration (for last names A-L) will be added onto the January 28th kindergarten registration (last names M-Z). Registration forms can be found online. Administrators will report on the 2015 PARCC Performance at the Board of Education meeting on February 8th. The Pennies for Patients assembly has been postponed until the school district has been given a preview of the presentation. Finally the criteria for the Futures program for current first graders is being updated since there is no longer standardized testing in kindergarten and first grade.

Mrs. Dilkes reported that February is the Month of Kindness, Heart Health, and Black History. She elaborated on the Random Acts of Kindness program and how students and staff are encouraged to report random acts of kindness that they have witnessed. This is another example of building a Positive School Climate.

Teacher Requests

There were no requests discussed.

The following requests were voted on and approved:

Millington School Faculty requested \$1889 for a new laminator.

Mr. Laubscher, Librarian, Millington School, originally requested \$273 for five E-readers (Kindles) in order to expand the library collection without taking up physical space. The PTO's approval was contingent on acquiring appropriate insurance and protective cases. The new amount granted is \$321.41.

Closing

Assisting your Student in Accessing their School Google Account at Home


Students in grades 4-8 in Long Hill Schools now have Google accounts and teachers are assigning work for them to complete with their Google account. One of the advantages of using Google accounts is that work can be done on any computing device that is connected to the Internet.

If your student needs to work from their Google account at home, there are several ways this can be done.

If you do not have the Chrome Browser:

- Go into any web browser (Internet Explorer, Mozilla Firefox, Safari or Opera) and go to drive.google.com and have your student login with their school issued username (@longhill.org)
- Install Chrome on your computer <https://www.google.com/chrome/browser/> and have your student login to Chrome and then open the Drive.

If you have the Chrome Browser:

- Add your student as a user in Chrome. Go to the Chrome shelf  in the upper right-hand corner. Click on Settings. In the People section, click on . Choose an icon and a name for your student. Then have your student login with their school issued username (@longhill.org)
- Create a personal login for your student on the computer they will be using at home. Have your student go into Chrome and login with their school issued username (@longhill.org).

On an iPad

- Download the following apps, Google Drive, Google Docs, Google Sheets, and Google slides and have your student login with their school issued username (@longhill.org)

On an iPhone

- Download the following apps, Google Drive, Google Docs, Google Sheets, and Google slides and have your student login with their school issued username (@longhill.org)

On an Android Phone

- Follow the directions here: <https://support.google.com/a/users/answer/1738362?hl=en>

The Harassment, Intimidation, and Bullying Law:

● “Harassment, intimidation or bullying” is defined as any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school grounds, at any school-sponsored function or on a school bus, or off school grounds, in accordance with law, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students, and that:

A. A reasonable person should know, under the circumstances, will have the effect of physically

or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical/emotional harm to his/her person or damage to his/her property; or

B. Has the effect of insulting or demeaning any student or group of students; or

C. Creates a hostile educational environment for the student by interfering with the student's education or by severely or pervasively causing physical or emotional harm to the student.

District Anti-Bullying Coordinator

- is responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, and bullying of students;
- Collaborate with school anti-bullying specialists in the district, the BOE, and the CSA to prevent, identify, and respond to harassment, intimidation, and bullying of students in the district;
 - Provide data, in collaboration with the CSA, to the Department of Education regarding harassment, intimidation, and bullying of students; and
 - Execute such other duties related to school harassment, intimidation, and bullying as requested by the CSA.

Anti-Bullying Specialist

- Chair the school climate team; a team to ensure a positive school climate through proactive programming and through HIB report review.
- Lead the investigation of incidents of harassment, intimidation, and bullying in the school
 - Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, and bullying in the school.

Timeline

- Verbal report made to principal
- Investigation must begin the next day
- ABS has 10 days to complete investigation
- ABS has 2 more days to complete written report which goes to the Superintendent
- Case reported to the Board of Education
- Parent notified within 5 days after the report was presented to the Board of Education

Consequences

- Code of Conduct
- Report to the Board of Education and to the State of NJ

Positive School Climate

- Journey through Success Character Ed Program
- Week of Respect
- Peace in our Schools Week
- No Name Calling Week/RAK week
- Morning announcements
- Book of the Month
- Student planners provided by the PTO
- Morning Meeting
- Programs/Assemblies
- Celebrate the Good

Example

- Conflict: Student at recess does not want to play with a classmate therefore does not invite him to play in the game.
- Bullying: The student continues to not allow his classmate to play and gathers other students to isolate him on a daily basis and they make fun of him because of his height. This also leads into picking teams in PE and partners in the classroom, affecting the education of the “victim