



**Booth Hill School PTO General Meeting
December 5, 2018 – 7 p.m.**

Meeting Minutes

1. Call to Order/Approval of Minutes – Sara Wilbur
 - a. Call to order made by Sara Wilbur at 7:07 p.m.
 - b. Approval of minutes for last meeting was made by Lisa Twarog.
2. President’s Report – Sara Wilbur
 - a. Water stations are being installed.
 - b. Music equipment being delivered by Bankos this Friday.
 - c. PTO Alliance meeting on Monday to be attended by Dr Clouet and Executive Board PTO members of Shelton Public Schools.
 - d. Jennifer Recker scheduled Junior Achievement in a Day for March 28, 2019.
3. Vice-President’s Report – Lisa Twarog
 - a. Please give Executive Board members 24 hour notice to count funds.
4. Treasurer’s Report – Gina Colgan
 - a. Gina presented the PTO currently has \$26,535.81. Notable items this past month include: After School Programs made \$582. The Halloween Social income had to be adjusted \$90 due to the custodian bill being higher than expected. We are waiting on numbers for the Fall Book Fair and the Apparel Sale. We expect a check for \$667 from Box Tops but haven’t received it yet.
 - b. We paid \$1,350 for the Poetry in Motion Assembly. We bought Music Equipment for \$630. We renewed our Insurance policy for \$386.
5. Teacher Representatives – Mrs. Grabarz and Ms. Gaynor
 - a. Teachers thanked PTO for Poetry in Motion assembly.
 - b. Teachers are involved in 21st century learning, skills for global learning.
 - c. 4th graders taught Kindergarteners about hearing
 - d. 2nd graders working on maps and bankers
6. Principal’s Report – Dr. Zavodjancik
 - a. Nothing new at building level to report
7. After School Programs – Megan Sanches
 - a. Update given by Sara Wilbur; Makeup for snow day will be Thursday, 1/3/19.
8. Apparel Sale – Melissa Ferreira
 - a. Sales are up 20% from last year
 - b. No invoice yet
 - c. Delivery week of Dec 17
 - d. Maybe another sale in the spring
9. Box Tops – Stacy Andrejczyk
 - a. Update given by Sara Wilbur; Expecting \$600 check
 - b. Mrs. Flores’ class won the first collection.
 - c. Next collection starts next week and run from 12/10/18 to 12/21/18.



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10. Breakfast with Santa – Jenna Manion
 - a. Approximately 237 attendees at this time. Activities include Bring the Hoopla, ornament making table, Mrs. Atkinson book reading. Looking for volunteers - high school students, parents, etc. Set up will be Friday night.
 - b. Raffle - Question asked if okay to sell to teachers ahead of time. Raffle will include the chance to win front row seats for the Holiday concert.
11. Community Outreach – Dana Wirth and Lynn Hicks
 - a. Update given by Sara Wilbur; Toys for Tots box is set up outside the cafeteria.
12. Cultural Assembly – Andrea Onofrio and Jennifer Recker
 - a. Poetry in Motion was a success.
13. Sweetheart Dance – Lynn Hicks and Sandra Peck
 - a. Update given by Lisa Twarog; Changed date to February 1, 2019. Snow date will be February 8th.
14. Vendor Fair – Sanna Jacobs
 - a. 13 tables confirmed, 1 maybe. Only 9 last year. Question asked on where to put tables: gym vs hallway. Question asked of what can be sold - no food. Set up will be Friday night.
15. Additional Committee Chair Updates
 - a. Book Fair – Andrea Tatalias - Will meet with Gina Colgan to fill out financial form. Made 55% in scholastic dollars, approximately \$3,100 and still have \$1,600 in account. Bought birthday books. Spring book fair maybe during week of parent teacher conferences.
 - b. Author Visit – Sanna Jacobs - Possible April date for author visit. Will discuss with Dr. Z.
16. New Business
 - a. Nothing new to report
17. General comments, questions, or concerns
 - a. Re-districting process has begun. New lines to be drawn for boundaries for next school year.
 - b. Question: What else are we using PTO funds for?
18. Adjournment- Motion to adjourn made by Sara Wilbur at 8:03 p.m.