

Booth Hill School PTO

General Meeting Minutes

January 9, 2018

7:00 pm

Media Center

1. Call to order / Approval of minutes from the last meeting – Diana Guerra
 - a. Call to order made by Diana Guerra at 7:05pm
 - b. Motion to approve minutes from last meeting made by Michele Fernandes. Second by Martha Gaynor
2. Girl Scouts – Olivia and Grace Wong
 - a. Olivia Wong is working towards the Gold Award, she put a mural about diversity and inclusion in the 4th Grade hallway of BHS and is working with Mrs. Keyes with 4th Grade Curriculum
 - b. Grace Wong is working towards the Silver Award, she is trying to install a mailbox in the Community Center to collect Box Tops for BHS and other elementary schools, to help fund the school
3. Treasurer's Report –Marie Tillson
 - a. After School Programs made \$460, Vendor Fair \$250, Raffle made \$610, and Box Tops brought in \$757.20.
 - b. Our expenses were Literacy/Stem Night \$400 combined to cover the cost of the Discovery Museum and Spirit Sticks were \$280
4. Teacher's Report – Mrs. Gaynor and Mrs. Grabarz
 - a. Nothing to Report
5. Spirit Sticks – Mr. Chavez
 - a. They will be used for Positive Support linking academic with the social part of school, it is going to promote proactive behavior and how it affects academics following PBIS
 - b. The first time Spirit Sticks were given to teachers there was no direction on how to distribute, now there is going to be a purpose and there will be a Word each month that the student can be recognized exhibiting and awarded with a Stick
 - c. There will be a list online that the teachers can view to see who has received them so far so that distribution is not duplicated in a certain month between regular classroom teachers, specials and special ed teachers
6. Director's Reports
 - a. Communications – Sara Wilbur

- i. Nothing to Report on communication
 - ii. Room Parent, wanted to know if there is a need for the GLP and if we can look into just using the Room Parent Coordinator as the GLP for each grade and have only two Room Parents for each class
 - iii. She also wanted to look into generating a class list before the beginning of the new school year, add an option to opt in or out regarding class room needs and communication from the room parents and other parents of the class. Would like to create a form for Kindergarten Registration so parents can answer to opt in or out before they even enter the school so this information is not being waited on and the Class Room Lists can be created right at the beginning of the new school year
- b. Community Outreach – Given by Diana Guerra in place of Leigh Boulanger and Dana Wirth
- i. Under the Tree Project raised over \$700 and helped 2 families and 5 adults
 - ii. Coat Drive is set to start and end on January 26th
- c. Curriculum Support – Melissa Zaccagnini
- i. After School Programs should resume at the end of January
- d. Cultural – Andrea Onofrio / Jenn Recker
- i. Nothing to report
- e. Fundraising – Given by Diana Guerra in place of Ed and Sarah
- i. Apparel Sale came in just slightly under budget
 - ii. BJs' fundraiser is set to start
 - iii. Mrs Holmes will be starring Square One Art
- f. Parent Involvement – Given by Diana Guerra
- i. Director Jen Tewani moved out of the district, nothing to report, position is now vacant
- g. Programs – Lauren DiIulio / Erin Bukoski
- i. Nothing to report
- h. Social - Emily Kluk / Sandra Ramalhete
- i. Nothing to report
- i. Father's Club –Rob Kluk
- i. BINGO being planned for March
- j. Government Affairs – Tanya Dempster-Bazile

i. Nothing to report

7. Principal Report – Dr. Z.

- a. Thanked for the Breakfast with Santa
- b. Spoke about the Budget meeting set for next week at SIS and there is a need for parent involvement at the meetings as there will be cuts this year in the budget toward education, state legislation and cutting back and we should plan for the worst, parents need to get involved

8. President's Report – Diana Guerra

- a. Rockin' Jump is being set up for February
- b. Mrs. Burns thanked PTO for Discovery Museum presentation at STEAM/Literacy Night
- c. Restaurant night suggestions - looking into Legends, DJ's, Chinese, Red Lotus
- d. Open positions - list is being created of open positions for next year, 3 spots on the Executive Board will be open. Spoke about revamping the PTO Structure to help foster more volunteerism. This led to a discussion of how expenses are handled and paid from events and what directors are expected to put out upfront.

9. New Business

10. Comments, Questions, Concerns

11. Adjournment – Motion to Adjourn made by Diana Guerra at 8:28pm