**PTO MEETING MINUTES**

**DECEMBER 5, 2016**

ATTENDEES:

Suzanne Bediz, Theresa Whitman, Jennifer Roberts, Gina Hatfield, Amanda Kuhl, Deanna Pierpan, Chrissie Twombly, Carol Mondello, Francesca Segarra and Kendra Dott.

WELCOME/INTRODUCTIONS:

This meeting was called to order at 6:38pm by Co-Presidents Theresa Whitman and Suzanne Bediz.

HELLO FROM PRINCIPAL ROBERTS:

Dr. Roberts began with a discussion surrounding 5th grade ballroom dancing which takes place on Wednesday nights. The children enjoy the experience, and the parents find watching the children enjoyable as well. Safety meetings take place monthly with the Chief of Police and Fire Chief, there will be one of these meetings this upcoming week. All that would have an integral role in an emergency situation are involved in this meeting. Also discussed was school council, which is mandated by the department of education and must include an equal number of staff and parents, they act as an advisory group to the principal. The focus of the group includes budget development, developing a school improvement plan and survey feedback management. They meet once a month on PTO nights, and one parent school council position is now vacant.

BY-LAW AMENDMENTS:

Review of the by-laws was required to allow for the new co-presidency. Some additional by-laws were identified as needing attention, as well. Amanda Kuhl made a motion to amend by-laws of the Essex PTO Assocation. The following proposed amendments will be posted on the Essex PTO Facebook site for 3 full weeks before being voted upon.

Article 5, Section 1, proposed amendment to change wording of ‘a president’ and ‘a vice president’ to ‘a president and/or co-presidents’ and ‘a vice-president and/or co-vice presidents’. Article 6, Section 1, proposed amendment to change wording from ‘president’ to ‘president and/or co-presidents shall’. Article 6, Section 5, proposed amendment to add wording ‘is to disseminate information, as assigned, through various media channels’. Article 6, Section 7, proposed amendment to change wording to ‘a teacher representative shall act as a liaison between the Essex PTO and the School Staff’. There has been a request circulated asking the teachers if they will be able to share their time at the Essex PTO Meetings, to fulfill this role.

APPEAL UPDATE:

Francesca Segarra reported that the appeal has reached $2270 from individual families and $1600 from business sponsorship. Also received, was the grant from Essex Cultural totaling *(need amount?)*. Some new business donors have surfaced, including Mathnasium and Aster B. Flowers.

RESTAURANT NIGHT OUT RECAP:

Francesca Segarra received the check from this night at Shea’s Restaurant totaling $310.

ENRICHMENT UPDATE:

Deanna Pierpan reports there are no longer any vacancies that need to be filled.

THE BUZZ UPDATE:

Gina Hatfield has requested that some help be given in regards to the production of The Buzz. Kendra Dott will be adopting The Buzz with assistance from Theresa Whitman. The schedule for The Buzz will be the last ‘Backpack Thursday’ of every month.

FUNDING REQUESTS:

The alternative seating trial has been completed. The seats were rotated through the classrooms and have been agreed upon by the EES teachers. The full funding request by Mrs. Curcuru will now be granted, and the rest of the Amazon seating order will be filled by Deanna Pierpan, as previously agreed by the EES PTO.

AUCTION UPDATE:

Theresa Whitman reported that there will be a raffle included at the auction again this year. She proposed that the raffle proceeds will help support a specific, certain need in the school community. Ideas for this will be discussed at later meetings.

OPEN POSITIONS:

Motion by Amanda Kuhl passed to elect Deanna Pierpan to the open School Council position. PTO Vice President position is currently open. Co-Vice Presidency has been proposed by Theresa Whitman and Suzanne Bediz. Election will be held for Vice President in January of 2017. Upcoming vacancies for next school year include Enrichment Coordinator, Volunteer Coordinator and Appeal Coordinator. Shadowing opportunities will begin in January of 2017 for all of these positions.

Meeting adjourned at 8:21pm.

Prepared by Gina Hatfield, EES PTO Secretary