

**Marlboro Elementary School PTO**  
**Agenda**  
**PTO Meeting – September 25, 2017**

**Call to Order**

**Recording Secretary (Meredyth Root)**

- \*Motion to waive reading of minutes
- \*Please sign attendance sheet being passed around

**PTO President's Report (Melissa Widmeier)**

\*Introduction of Executive Board Members:

President-Melissa Widmeier  
1<sup>st</sup> VP-Stacey Surguy  
2<sup>nd</sup> VP-Holly Root & Jody Daszkowski  
Treasurer- Jennifer Silacci  
Recording Secretary-Meredyth Root  
Corresponding Secretary-Christine Huang  
By-Laws-Amanda Tramontano-Donello  
Web/Social Media-Becky Peterson

\*Thank you to volunteers:

Beautification - Denise Cordeiro & Marissa Risi  
Toolboxes – Monique Cappellani  
Membership – Heather Garcia & Stacey Surguy  
Proud Parent – Jen Silacci  
School Spirit Wear – Christine Huang & Maria Verkhoglyad  
Birthday Books – Meredyth Root & student volunteers  
Outdoor Sign – Susanne Yanusz

\*Please see information table for volunteer opportunities! We are still looking to fill a couple of chair positions.

**Upcoming Events**

- \*5<sup>th</sup> grade picture – October 3<sup>rd</sup>
- \*Snack Sales –October 6<sup>th</sup>
- \*Monster Fit-A-Thon – October 13<sup>th</sup>
- \*BOO Bash – October 27<sup>th</sup>

**Gifts to School 2017-2018**

- \*Trackers for all 1<sup>st</sup>-5<sup>th</sup> graders and folders for Kindergarten & 1<sup>st</sup> graders
- \*Birthday Books
- \*Teachers welcome back gift – staff lounge mini-make over
- \*Water and pretzels to Nurse for students
- \*NEW Playground equipment for students!

### **Treasurer's Report (Jennifer Silacci)**

- \*Motion to approve budget
- \*Remind all parents that cash will not be accepted, as recommended by the Board of Education. Your check is your receipt. If it has not cleared in a reasonable amount of time, confirm that the committee received it.
- \*PLEASE write a separate check for each event or fundraiser.
- \*New committee chair people that need to make deposits should ask for instructions from an executive board member.

### **Committee Reports**

#### **Standing Committees (Stacey Surguy)**

- \*Membership – become a member, it's required to volunteer (due to insurance regulations). Directory will be emailed to those who requested to be included soon.
- \*Art Appreciation - Email will be sent home shortly with instructions. Supplies are available in Rm. 37 this year
- \*Box Tops – collected throughout the year, prizes awarded to top earning classes

#### **Special Committees (Jody Daszkowski & Holly Root)**

- \*Spirit Wear – students will wear for school spirit days and special events throughout the year
- \*Proud Parent –sale was a success and students enjoyed getting pencil treats on their desk the day after Back to School Night!
- \*Discount Cards – starting 10/2. Please return payment or card by 10/11.
- \*Monster Fit-A-Thon – October 13<sup>th</sup>. **Biggest fundraiser**, please consider participating!

#### **Guidelines for Chair People/Volunteers**

- \*Keep accurate records of expenses and deposits and detailed notes of meetings.
- \*All flyers should be emailed to appropriate VP/Pres to be forwarded for approval.
- \*Building use forms to be filled and submitted to office by VP/Pres
- \*Please do not directly email teachers regarding PTO activities, this is the responsibility of the VP/Pres (unless you are replying to a teacher's email).

### **Principal's Report (Mr. Shatz)**

#### **VP Report (Ms. Yorke)**

#### **Teacher's Report (Ms. Julien)**

### **Calendar**

- \*9/26 **REFERENDUM VOTE!**
- \*10/3 5<sup>th</sup> grade group picture & Board of Education Workshop Meeting 7 pm
- \*10/4 SCOPE Meeting 9:30 am Rec Center
- \*10/6 One Session Day and Snack Sale
- \*10/9 No School
- \*10/12 Marlboro Alliance Meeting 9:15 am Rec Center
- \*10/13 Monster fit a thon
- \*10/17 Board of Education Public Meeting 7 pm
- \*10/18 October PTO Meeting 9:30 am
- \*10/20 School Pictures
- \*10/27 BOO Bash! (K-2 4:30-6:00 & 3-5 7:00-8:30)
- \*10/31 Halloween Parade & class parties (Times TBD)