

**Marlboro Elementary School PTO  
Agenda  
PTO Meeting – September 13, 2018**

**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 & Melissa Kennedy
  - 2<sup>nd</sup> VP-Holly Root & Jody Daszkowski
  - Treasurer- Jennifer Silacci
  - Recording Secretary-Meredyth Root
  - Corresponding Secretary-Amanda Elliot-Golden
  - By-Laws-Amanda Tramontano-Donello
  - Web/Social Media-Becky Peterson

\*Thank you to volunteers:

- Beautification - Denise Cordeiro & Marissa Risi
- Toolboxes – Monique Cappellani, Stacey Surguy, Chrsitine Huang, Holly Root & their kids!
- Membership – Heather Garcia & Stacey Surguy
- Proud Parent – Jen Silacci & Jeanine Owimrin
- School Spirit Wear – Diane Guzzone, Christine Huang & Maria Verkhoglyad
- Birthday Books – Stacy Ferland & Gidget Zakar
- 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 survival kits & a welcome back breakfast
- \*Water and pretzels to Nurse for students
- \*Character Education/Development incentives & prizes.
- \*NEW Gaga Courts (to be installed soon) & additional outdoor recess materials.

### **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 & Melissa Kennedy)**

- \*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. Samples available to view tonight.
- \*Proud Parent –sale is ongoing, Students are left a surprise on their desk the day after Back to School Night!
- \*Discount Cards – ongoing sale. Available tonight. New items added this year.
- \*Monster Fit-A-Thon – October 19<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**

- \*9/19 School Closed
- \*9/21 JERSEY FREEZE social & fundraiser
- \*9/25 One Session Day & Back to School Night (7-9 pm)
- \*9/25 PTO Snack Sale
- \*10/5 One Session Day and Snack Sale
- \*10/8 School Closed
- \*10/10 SCHOOL PICTURE DAY & SEPAG Meeting 7 pm Marlboro Senior Center
- \*10/11 Marlboro Alliance Meeting 9:15 am Rec Center
- \*10/17 PTO Meeting 9:30 am
- \*10/19 Monster fit a thon
- \*10/24 SEPAG meeting 7 pm Marlboro Senior Center
- \*10/27 BOO Bash! (K-2 4:30-6:00 & 3-5 7:00-8:30)
- \*10/31 Halloween Parade & class parties (Times TBD)