

## **Middlebrook PTA Minutes 9/15/16**

**I. Call to Order** – 9:06AM in MB Media Center. In attendance were Ginna Yerrall, Anna Pacheco, Hillary Morrissey, Lauren Feltz, Sharon Kress, Kim Rogg, Mary, Jones, Tiffany Tecce, Kim Lynn, Maria Wilcox, Nicola Davies, Karen LaMantia, Carolyn Lyon, Vanessa Elias, Jen Acerra-Markey, Lisa Finn, Yim Lai, Melissa Kelly, Jackie Jackson, Toby Kawulicz, Florina Gheorghe, Shirin Dorne, Chandra Ring, Jennifer Zimmer, Barabara Massy Bear and Laura Rowley.

**II. Approval of the May 19, 2016 Minutes** – a motion to approve was made by Nicola Davies and seconded by Kim Rogg, approved by all.

### **III. Principal's Report - Lauren Feltz**

- A. Principal Feltz gave a warm welcome to parents. As she is new to the school, Principal Feltz gave an introduction to her career and communicated how happy she is to be at Middlebrook.
- B. Physical updates that occurred over the summer to the school were reported and include new exhaust fan, HVAC work and cleaning the school to ensure the kids come back to a safe and clean school.
- C. Principal Feltz noted that a teacher rep has not been determined at the time of the MB PTA meeting. She gave highlights of each grade.
  - a. 6<sup>th</sup> grade – Each color had an orientation day with ice breakers. The transition for these students is going smoothly.
  - b. 7<sup>th</sup> grade – This year they will focus on themselves and how they learn. Try to better understand themselves and how they learn.
  - c. 8<sup>th</sup> grade – Last evening was the 8<sup>th</sup> grade open house. There was a good turnout and parent support.

### **IV. Teacher Representative**

- A. A Teacher representative was not selected as of PTA meeting date. Highlights of grades given by Principal.

### **V. President's Report – Laura Rowley**

- A. Thank you to all the volunteers who helped out over the summer. Debbie Corrigan – New Parent Breakfast; Janel Cassara – back to school messenger; Hospitality and welcome back teacher lunch – Ginna Yerrall, Lauren Yoon, Sharon Kress, Ritu Malik, Lisa Finn and Kelly Lash; Spirit Wear – Maria Wilcox, Jeanette Calabrese, Janel Cassara; Weekly Messenger – Jackie Jackson; School photos- Patricia Brandt and Shirin Dorne
- B. Introductions of Officers – introduction of new and returning officers.
- C. Successful MobileArq Launch – the online membership and directory is an excellent resource. Those who haven't, are still able to join.

D. Still in Need of Nominating Chairs – this position helps bring in new chairs and remains open

E. New Program – Stop & Shop A+ - In 2014 when MB last participated, this program raised \$370 for the school with 18 participants. You are able to select 2 schools to direct earnings towards. Gas points will not be impacted. Works at any Stop & Shop so those not local (Grandparents) can still earn money for the school.

F. Media Center needs volunteers – please consider helping in the Media Center this year

G. Turnover Shop – Their mandate is to raise money by selling donated goods. They donate to the Wilton PTA and Visiting Nurse of Fairfield County. This is a great place to donate and shop that benefits our schools.

H. Introduction of Toby Kawulicz, new Dean for Green

I. If you are not getting the weekly messenger, check that all of your settings are correct and accepting messages

J. Reminder to double-check all contact information and emergency contacts

## **VI. Officer Reports:**

A. Vice President – Mary Jones: 275 people have signed up online for Membership as well as 12 teachers (287 members). People are pleased with the online directory.

B. Treasurer – Maria Wilcox:

- a. 2015-16 results Cash totaling \$2,142.60. Our hope is to use all of our money
- b. Changes to the budget from last year:
  - i. Membership is a flat \$20 for 2016-17. Last year it was \$15 with the directory or \$10 without the directory.
  - ii. MobileArq changes the presentation of financials. We pay a setup fee of 3%
  - iii. The proposed budget includes \$500 for Community Outreach WYC programs as requested last year.
  - iv. No other changes
- c. Current Cash position: we appear to have a lot of cash on hand. This is because \$16,723 of approved gifts and grants that will be spent this year are sitting in the Activity Fund all at once. This year it will happen as the program occurs. Monthly reports on spending will be provided. A reserve of \$20 remains constant.
- d. Taxes were completed by Ellen Essman this summer and filed. Maria will send CT PTA a copy of the 990.
- e. Insurance bill will be paid by months end.
- f. Memberships dues/names will be sent to the state by months end.
- g. We maintain a \$20,000 reserve which is a year's operations.
- h. Ginna Yerrall made a motion to approve the budget, Vanessa Elias made a motion to second. Motion was unanimously carried.

- C. Parent-at-Large – Kim Lynn – no updates. The first Board of Education meeting is upcoming

## **VII. Committee Reports:**

- A. Spiritwear – sold via preorder and at the walk thru, but not during the year. Orders placed at the walk thru are distributed during school and Spiritwear is then completed for the year. Wilton Sport Shop sells the PTA the items. A conversation on confusion in the name and potentially clarifying for the future took place.
- B. Fundraising–
  - a. Annual appeal letter was mailed. This is a significant portion of our annual budget. Members were also able to donate via MobileArq when they joined. An email will also be sent with a PayPal option. The suggested donation is \$40 per student.
  - b. Close By – if this catalog sale works for the PTA this year, we will get 30% of profits. All items in the catalog are made in New England or New York.
- C. School Photo Day – Those helping should report to the Main Lobby. Students need their forms in hand.
- D. Box Tops – this is free money for the schools. The goal is to receive 10 box tops per student. They can be dropped off in the Library or building entrance. Btfe.com has a list of products with box tops.
- E. Hospitality – Meeting to be held next Thursday at 9AM
- F. 6<sup>th</sup> & 7<sup>th</sup> Grade Activity Night – both will be held in October
- G. Special Education – no update
- H. WYC – this is a non-profit organization in Wilton to foster social and emotional health. Parent education, middle school and high school programs are offered. WYC oversees the Youth-to-Youth club at MB. This is a national program on drug and alcohol prevention, drug free fun. Students also focus on community support and leadership. Youth-to-Youth runs Red Ribbon week for MB at the end of October. There is also a Peer Connection Program for students in grades 7 & 8 (initially via invitation). Parent Education events by WYC No Letting Go being shown in the Wilton Library . How To Talk so Your Kids Will Listen & Listen so Kids Will Talk will take place in the Library 10/17/16 in the Wilton Library. Pre-register for this event. 10/21/16 Sonya Luther will discuss “Privileged and Pressured” for parents and key school administrators and staff in the Little Theatre. WYC has a newsletter, facebook page and website for further details.

## **VIII. New Business**

- A. Cafeteria –
  - a. Parents have raised concerns about pricing not being posted. There are instances of student reports not accurately showing was purchased. Dr. Feltz will look into this with Chartwells and report back.
  - b. Students have raised concerns about having enough time to buy lunch. Dean Kawulicz will observe this.

- c. Based on an 8<sup>th</sup> grade recommendation from last year, all grades are now able to eat outside in the courtyard.
- B. Odyssey of the Mind – CM had 6 teams last year, 2 teams of now MB students. There is an information meeting at to learn more. To support a team, there's a \$135 fee for 6 teams of 7-8 kids each. This is a year long program.

**IX. Adjournment – 10:29am**