

Fleetwood PTO General Meeting Agenda



September 19, 2022 Meeting Fleetwood Library 7pm

- I. **Call Meeting to Order** - Sara Cronin called the meeting to order at 7:07 p.m.
 - A. Attendance
 - a. In-person attendees - sign on Sign-In Sheet
 - b. Zoom attendees - Mrs. Phelan will record those parents/guardians who joined via Zoom
 - B. Swearing in of Jaclyn VanHorn as PTO Secretary
- II. **Board Reports**
 - A. Recording Secretary: Kelly Kovach
 1. Motion to approve June 2022 PTO Meeting Minutes made by Theresa Ginsburg, seconded by Laura Greco
 - B. Corresponding Secretary: Lauren Smith
 1. If you're chairing an event, send info to Lauren to announce/post/share on the Remind app
 - C. Financial Secretary: Maureen Wade
 1. All forms located in Fleetwood Main Office (deposits, check requests for reimbursement, cash box requests, etc.)
 - D. Treasurer: Jaclyn VanHorn
 1. 2022-2023 Budget (\$70, 250)
 2. Motion to approve made by Andrea Flamini, seconded by Theresa Ginsburg
 - E. VP of Events & Fundraising: Christi Fanelle
 - a) A lot of fundraisers and events are coming up.
 - b) Email forthcoming from Christi for those who are chairing events
 - F. Vice President: Jen Carollo
 - a) Send an email with the word, "*Subscribe*," to get the Fleetwood Fundamentals e-newsletter each week.
 - G. President: Sara Cronin
 - a) When signing up for anything, PLEASE sign up online/digitally. Too hard to decipher handwriting and collating information.
 - b) If you want to volunteer and aren't sure of what's required/involved, sign up and we can give information/"training."
 - c) Most of our events have a chairperson/chairpeople.
 - (1) Need a chairperson(s) for:
 - Sons' Event
 - Lion's Den
- III. **Teacher Talk-**
 - A. Miss Hubbs and Mrs. Phelan present as PTO Teacher Liaisons.
 - B. Nothing specific to report.

IV. **Principal's Report**

- A. Back-To-School Night starts at 6 p.m. on Wednesday, 9/21. Report directly to your child's classroom. Mr. DeSimone will speak via streaming. Two (half-hour) rotations for classrooms. Girls Scouts and Boy Scouts will be present as "vendors." Children should not attend (if possible).
- B. The school year has gotten off to a great start. Arrival and dismissal are being smoothed out. Staff really works together to support one another.

V. **Committee Reports**

- A. 4th Grade Committee - Neena Pine (chairperson)
 - a. Meeting at Neena's on Tuesday, 9/20 at 7 p.m.
 - b. September and October meetings at Neena's; all other meetings will be at Fleetwood and will precede monthly PTO meetings at 6 p.m.
- B. Apparel Sale
 - a. using a new company.
 - b. Samples for sale at BTSN (children's sizes only) and will be sold on first come, first served basis.
- C. Fall Plant Sale
 - a. Orders due by Wednesday, 9/21.
 - b. Delivery is 9/28. Get orders in, please!
- D. Fleetwood Family Fun Run
 - a. Will take place on Friday, October 7.
 - b. DJ and Kona Ice will both be present. A special guest (TBA) will be there.
 - c. Make sure to register as a family (not individual students). Families can run or just kids can run. 4 laps around the track (or whatever is feasible).
 - d. Families that raise \$250 will earn a Family Night In basket.
 - e. \$1575 raised thus far. 30+ families/participants have registered.
 - f. SignUp Genius forthcoming to set-up a snack bar (apples, bananas, granola bars, etc.). Fun Run coincides with the last day of Book Fair, which *may* be open for shopping prior to Fun Run starting.
- E. Dollar Days
 - a. Flyer was sent home in a red folder.
 - b. Most people have paid ahead of time for all 10 months but prepayment for all 10 months is not required.
 - c. September 30 Dollar Day - Wear Fleetwood apparel or Fleetwood colors (red & white).
 - d. Sara is working on getting everyone their Fleetwood t-shirts in time for the first Dollar Day.
- F. Fall Book Fair
 - a. Setup will be in Gym again (not on stage; in front of the stage on the floor).
 - b. Will take place from 9/30 - 10/7. Hoping families can shop on 10/7 before Fun Run.
 - c. SignUp Genius forthcoming from Sharon for volunteers to help out and for teachers to sign up to bring their classes.
 - d. Maureen suggested having the students visit the Book Fair on 9/30 to preview/window shop.
- G. Recess Runners
 - a. Begins on 9/28; flyer sent home in red folder.
 - b. We are still looking for volunteers to help. Recess Runners takes place on Wednesdays and Friday during recess. 5 laps = 1 toe token; 25 miles = necklace to display toe tokens.
 - c. Only Grades 1-4 (Kindergarten lunch time slot doesn't allow for Recess Runners this year).
- H. Webster Birthday Visit
 - a. First visit for Summer birthdays and September birthdays will be on 9/23 after lunch and recess

- b. Each child receives a balloon, card and picture. The picture will be emailed to parents afterwards.
- c. Free Webster Visit being raffled off at tonight's PTO Meeting as a prize.
- I. Trunk or Treat -
 - a. How many students? Sara suggested running 525 copies of Trunk-or-Treat flyers
 - b. Christi Fanelli, Laura Greco, and Mrs. Siwiec are chairing the event.
 - c. Last year - 24 trunks, ML fire truck, Sheriff's Department, MLPD
 - d. No charge for adults. 287 kids. \$1949 earned.
 - e. Will take place this year on Friday, 10/21 from 6 - 8 p.m. The rain date will be Friday, 10/28 from 6 p.m. - 8 p.m.
 - f. \$7/kid, \$8 at the door (had 50 kids show up at the door last year, need to be able to plan accordingly)
 - g. Carnival games, Fortune Teller, Haunted Woods
 - h. Planning to keep games mostly outside
 - i. 4th Grade Committee will be selling pizza and popcorn and must be pre-ordered
 - j. We may have a large screen in the Multi-Purpose Room for showing trivia questions.
 - k. May have a Scavenger Hunt this year.
 - l. Adding a DJ this year (DJ Gary)
 - m. Dance Team coming out to perform
 - n. Candy Monster to collect donations of candy (collected 6000 pieces last year)
 - i. The class that donates the most candy will earn extra recess. We are hoping to collect 9000 pieces this year so that those who participate with trunks won't have to bring their own candy; Teachers and staff will be the first to get the donated candy to distribute (teacher who have decorated trunks)
 - o. Competition for Teachers' Trunks (may have a trophy) (aides can participate; staff can team up)
 - p. 50/50 Raffle
 - q. Always need volunteers to help; tweens and teens who need volunteer hours for NJHS or CCD
 - r. Need to have After-School Childcare kids picked up in different location to avoid congestion during set-up.
 - s. Laura is looking for Items that people may want get rid of/donate/loan for decorations and trinkets, glow sticks, spider rings, etc. for game prizes
 - t. Once we have a list of volunteers, an in-person meeting may be scheduled to finalize all plans and details.

VI. **Unfinished Business**

- A. Thank you! Welcome Back Staff Luncheon, Kindergarten Orientation
 - a. Thank you to all who helped volunteer and donate to make these two events successful!
- B. Back-To-School Night
 - a. For sale - Fleetwood magnets, Fleetwood Pencil Grams along with Fleetwood apparel for children

VII. **New Business**

- A. Designer Bag Bingo & Adult Night Out added to calendar
 - 1.) Designer Bag Bingo
 - a.) Friday, January 27, 2023 at Fleetwood
 - b.) Can do after-party at Prospectors (they offered discounted food and drinks last year on that evening)
 - 2.) Adult Night Out - chaired by Jen Carollo
 - a.) Friday, March 31, 2023

- b.) Tentative location - O'Connor's American Bar & Grille; Will include hot food, salad, beer & wine.
 - c.) Jen is looking for Co-Chairs and volunteers
 - d.) Need to get donations to raffle at event so that we make money from the event.
 - e.) Jen has sent letters to many companies and has already received several donations.
 - f.) Jen needs help putting donation request letters out (most requests are solicited online)
 - g.) Laura inquired about Jen having a meeting to give out information and formulate a plan; Suggested putting it out on social media, Remind, Fleetwood Fundamentals, etc.
 - h.) Jen wants to make a private FB group for those who volunteer for the event.
 - i.) We need to think of a theme for the event.
- 3.) Holiday Shoppe (SchoolHolidayShoppe.com) - Jen is chairing
- a.) Possibly having shopping all week during classes and then having shopping available during an evening event
 - b.) No items for sale will be over \$8.00
 - c.) Can purchase pre-paid "card" online to avoid sending in cash for shopping.
- B. PTO newsletter: Fleetwood FUNDamentals - previous newsletter platform wasn't working. Using Google Docs now.
- C. September PTO Meeting attendance winner - Julie Weir!

VIII. **Membership Participation/Open Floor**

- A. Inquiry about volunteering to be Webster (what's involved in each Webster visit)
- B. Suggestion made to possibly partner with Johnson's Corner Farm as a way to fundraise (when people purchase tickets to Fall events at Johnson's, perhaps Johnson's will offer a fundraising code by which part of the ticket proceeds will go to Fleetwood PTO).

IX. **Fleetwood Flattery**

- A. Miss Stone - Sara said Garrett has been having behavior issues at home; Miss Stone called today at 1 p.m. to provide suggestions/support; has been amazing.
- B. Mr. DeSimone - Christi complimented him for coming up with a solution for helping to safely handle walkers.
- C. Mrs. Tyler - Gianna has had multiple teachers over the years (due to COVID-19); Gianna has another teacher who is on maternity leave; Ms. Loftus has done a great job with Gianna (i.e. VIP Program)
- D. Courtney G. - PTO did awesome job with Kindergarten Orientation (photo background, small details). Well done! Hats off to Laura, Sara, and Jen!
- E. Andrea F. - Joey was in a fender-bender and was late to school last week; Nurse Ginger evaluated Joey after accident, checked on him again this morning; provided reassurance and comfort to Mr. & Mrs. Flamini.

X. **Adjourn Meeting** - adjourned at 8:10 p.m.