

President/VP Meeting
September 12, 2013
Minutes

1. Welcome by Fran Cook. Meeting called to order at 9:38am. All in attendance introduced themselves.
2. Kristen DeVries made a motion to waive the reading of the minutes from the last Council Meeting. Janine DeVecchio seconded and the motion carried. Kristen DeVries made a motion to accept the minutes as written. Therese Potter seconded the motion. The motion carried.
3. Officer's Reports:
 - a. **Corresponding Secretary: Maria Beilis** – When sending emails to the PTO Council please include your school in your response. Candidate's Night is 10/8 for BOE candidates and it is televised from town hall. We are in need of two time keepers. Randi London and Karen Veale volunteered from Pines Lake ES.
 - b. **Treasurer: Stephanie Fenske** – Treasurers have met; budgets reviewed. Any changes or additions made to their bank accounts need to contact PTO Council treasurer for authorizations. You may contact the PTO treasurers with any questions. Assistant Treasurer: Caroline Mastres – n/a
 - c. **Co-President: Fran Cook** – Permits are needed for events held on school property, after hours. Ronnie Brass (973-968-7411) is the district contact for permits. Hold Harmless is needed for vendors. Contact Fran for raffle licenses. Need at least 6 weeks to process. All forms available on the PTO Council website. Also a flow chart is provided on the website.
 - d. **Co-President: Jackie Prince** – Insurance is required for an event off school property, after hours. Once you have your event dates you may submit the details. Introduced the next portion of the meeting. Asked schools and chairpersons to present and share programs and ideas.
4. Committees: representative from our committees to discuss their committees and introduce themselves to the group.
 - a. **Browse and Shop: Kathy-Jones Smith** – Browse n Shop is sponsored by PTO Council. Monies raised go towards scholarships. Last year we raised \$16k. Looking to go for \$20k this year. BnS needs assistance. Please share on each school website the details (Maria Beilis - email to be sent out to schools). Kathy can be contacted at 973-968-7410; located in the Preakness Bldg., door #3. Looking for volunteers (Tues-Wed-Thurs) between 3-6pm. Any time you can give would be greatly appreciated. WHHS Honors students have been assisting. Looking for WVHS students to assist as well. Donations are accepted. School nurses work with BnS for families in need in the community. Please contact Kathy for details on any of these listed items and donations. Email is browseandshop@hotmail.com
 - b. **CCW: Presented by Fran Cook for Torrie Trentacost** – Children's Cultural Workshops are offered by the PTO Council in the fall, winter and spring. Forms have been sent out to each school and we need them to be distributed by email ASAP. There are two registration dates 9/23 7-9pm and 9/30 7-8pm. Good news is that the BOE is now going to be sending an eNews Letter and CCW will be included. New classes have been added and there has been a slight increase in fee.
 - c. **Food Bank: Eileen Albanese** – E.A. and Susan Kresge are the chairs for the food bank. It is located at WHHS front entrance. We distribute to families in need through the WSD. School nurses provide details of what is needed. All requests are anonymous.

They ask from the PTO's for donations and a letter will go out to each school through the PTO Council. It will include most needed items and can pick up. Gift cards are also accepted. Previous WEA donated \$5k in gift cards and WHHS also had a penny collection. Needed are paper bags or reusable bags. No plastic please. Our contact information is on the PTO Council website.

- d. **WSPA: Cecilia Feeley** – CF acting WSPA president until November. New name Wayne Special Parents Association. Assisting all parents with children in the special education program in district and out ages 3 through 21. Child care services will be available for all events sponsored by the WSPA. The new WSPA registration form will be sent out. Please distribute. No fee this year. First WSPA meeting is 9/17 at Preakness; room 12 at 9:30am. PTO's are asked to donate \$100. Any donations are accepted. WSPA does not fundraise. Donations can be sent to 50 Nellis Drive; attention Support Services/WSPA.

5. Board of Education: **Introduction by Eileen Albanese** –

- a. She is a first year member of the BOE. Board members role is policy and oversight of the district. Day to day operations, administration and staff is the superintendent. She has held positions with the PTO at PL and WHHS; also at PTO Council. We all have the best interest in our children's education. No votes are taken in executive sessions. Agendas for each meeting are published and may have items pulled from the list. At the start of each meeting the board secretary reads the agenda and copies are available.

6. President/VP Reports:

- a. **Janine Delvecchio(WHHS):** Review of Robert's Rules, how to run a meeting - Suggests purchasing a copy of RR for Dummies. PTO can purchase a copy. Also learn the PTO by-laws. For effective meetings, please keep all of your PTO officers in the loop. Meet with them before to discuss what needs to be covered. Notify your membership at least a week before of meetings with the previous meeting minutes attached. Follow your agenda. Must have a budget at each meeting. Committee reports are just reports. Any discussions have before or after the meetings. Keep agenda items informative but brief.
- b. **Linda Marchesini (AWMS):** Garden, Field Trips for MS, after school clubs-AWMS had an excess of funds (\$3400) and created with monies a garden. Great teaching tool. Passed pictures of garden. Maintenance is approximately \$400. AWMS brought back field trips for the school. School uses MailChimp for emails. A great tool to keep track of information. AWMS produced decals at \$6 each; selling them for \$10. Great and easy fundraiser. Contact Linda if you want details.
- c. **Shannon Wolfesperger (Ryerson):** Reptile Assembly and Kohl's – Snakes-n-Scales.com. Great assembly that ties into the science portion for 4th graders (NJASK). Runs assembly for specific age groups. He is name is Bill and is strict with the animals (brings 4) but is very informative and the kids enjoyed the presentation. Kohlscares.com – Register with Kohl's and they can assist you with volunteers (at yours and the building principals' discretion) for your events. Once the event is completed they will mail you school a check for \$500. You may sign up for 3 events per school year.
- d. **Therese Potter (Packanack):** Science, Art Parents, Keyboarding – Two great programs: Art Parents arrange for a specific art project with the teacher and our new Science Program. Parents coordinate a science project with the teacher such as hatching baby chicks and creating a aquarium. Anyone interested in ideas please feel free to contact me. Both programs were great and the children really enjoyed them. We offer a keyboarding program for 3rd, 4th and 5th grades but we may need to discuss

the districts goals in this as it may be offered. JP did add it will be brought back for the elementary level but MS may want to have something for their children.

- e. **Diane Grdodian (Lafayette):** HIB Assembly – Lafayette held HERO (HelpEveryoneRespectOthers) Week to promote respect and kindness. Held anti-bullying assembly and game show to help start the conversation with students and create awareness. For their 5th graders they purchased DARE shirts early in the school year to help promote the DARE program and were able to wear the shirts for more events.
- f. **Michele Iannelli (Theunis Dey):** Field Day, Class Trip – TDES purchased shirts for all incoming kindergarteners. Also for field day the PTO purchases shirts for each child and they are color coded for each grade. The PTO donated half the money for each student field trips and \$50 for each teacher as start up. They also paid for half of each student participating in Camp Warwick.

7. Old Business:

- a. **Jackie Prince** - The district will be rolling out a new national anti-bullying program.
- b. **Jackie Prince** - Keyboarding will be adding keyboarding back into the curriculum for the elementary level.
- c. **Jackie Prince** - Wayne Alliance will be setting a parent round table for an informal setting to speak and discuss topics.

8. New Business

- a. **Maria Beilis** – We have DARE product catalogs. We can place a group order for a big discount on shipping fees. We will be contacting the PTO's if they are interested.
- b. **Jackie Prince** – When PTO Council sends time sensitive flyers for distribution we ask that you get them out as soon as possible.
- c. **Jackie Prince** – Directories will be done through the district. Joe Borchard will be putting together an online form for approval sometime in October. **Diane Grdodian (Lafayette)** stated her concern since this may be too late. **Linda Marchesini (AWMS)** added that there have been some issues on what the school secretaries can give the PTO's. **Joyce Morandi (WHHS)** added that the secretary at WHHS was able to accommodate her needs but it took some time with the new system. JP/FC will find out more information.
- d. **Rosemary Colazzo (WVHS)** inquired on the status of the PTO Council bulk mail stamp. WVHS Project Graduation has sent out a mailing. JP/FC will find out the status.
- e. **Denise Lynch (GWMS)** stated not to use “Class Act” for DJ or for pictures/videos. Not reliable.
- f. **Stephanie C. (PLES)** inquired about the district involvement and approval needed for PTO functions. This is up to each building principal.

9. Motion to adjourn made by Kristen DeVries. Janine DelVecchio seconded. Meeting adjourned at 11:35am.

Attendance:

Maria Beilis	Council
Jackie Prince	Council
Fran Cook	Council
Stephanie Fenske	Council
Kristen DeVries	Council
Janine DelVecchio	WHHS
Joyce Morandi	Wayne Hills
Alexis McNamara	Randall
Deb Califf	Randall
Audrey Crowe	Randall
Josh Roter	Fallon
Dana Trabucco	AWMS
Jen Crawford	Theunis
Lori Polifonte	Theunis
Kathy Jones-Smith	BnS
Lisa Minervini	WSPA
Mariangela Mejia	WSPA
Cecelia Feely	WSPA
Shannon Wolfesperger	Ryerson
Therese Potter	Packanack
Diane Grdodian	Lafayette
Terry Rigoglioso	Lafayette
Rosemary Colazzo	WVHS
Denise Lynch	WVHS
Michele Iannelli	Theunis
Jennifer Nemetz	SCMS/APT
Susan Kresge	SCMS/Food Bank
Eileen Albanese	Food Bank
Randi London	Pines Lake
Karen Veale	Pines Lake
Ellen Fitzsimmons	Pines Lake
Stephanie C	Pines Lake