

**Wayne Council of PTOs**  
**Full Council Meeting Minutes**  
**Wednesday, October 25, 2017**  
**Meeting Location: Pines Lake Elementary School**

**Welcome:** Eileen Domico called the meeting to order at 7:37pm.

**Administrative Reports:**

- WEA – Kerrian Palmieri unable to attend. Eileen read report as provided. The WEA is proud to have partnered with the Wayne Alliance to bring a drug & alcohol forum to all 3 middle schools; The WEA has also done a food drive and will be donating all items received to the PTO Food Bank in addition to providing tote bags to the Food Bank to be used for fulfillment of food requests to Wayne families. Council should feel free to reach out to Kerrian at any time if there is anything we feel the WEA may be able to assist with.
- Superintendent – Dr. Mark Toback: Dr. Toback could not attend; Nothing to report
- Board of Education – Donald Pavlak: Board President Donald Pavlak could not attend; Nothing to report
- WSPA – Lisa DeGrandpre & Kristy VerHage: WSAP had a successful Fall Festival that was co-sponsored with STARS. SPA will be hosting a free parent workshop “Sexuality & Safety” on 11/14, 7-9pm at Anthony Wayne in the Media Center.
- Wayne Alliance – Laura Stinziano: Wayne Alliance will be hosting Parent Round Tables the 3<sup>rd</sup> Monday of each month at 7pm. The next one is 11/20. The Alliance, WEA and Robert Cahill are hosting a presentation by WWE star Marc Mero for 7<sup>th</sup>-8<sup>th</sup> graders on October 30<sup>th</sup> to discuss his battle with substance abuse. **BABES** program will be funded by the Alliance and will be rolled out in all 9 elementary schools. Alliance is looking for elementary school to do the half time show at the Wayne Alliance game on 4/20. Packanack and Fallon offered to participate.
- WEF – Karen Marron: WEF Summer Camp raised about \$40,000 and had about 350 kids participate. The WEF will be donating to the following:
  - Elementary- 5k to Dance and 5k to Music programs
  - Middle School- 3k (still determining how money will be used)
  - High Schools- 10k to Robotics, Small donation to HS Bands, Hills will receive donation to help Transition kids run school store, and Valley will receive donation to help Transition kids as well

**Council Officers’ Reports:**

- **Co-Recording Secretaries** - Maryam Wolke & Chrissy Fattal:  
Copies of June 2017 meeting minutes were not available at the Sept meeting but were made available on the Council web page and hard copies available at tonight’s meeting. Maryam Wolke asked for a motion to waive reading of June minutes:  
Motioned by Judi Filloramo; Seconded by Dureen Cappadona. No discussion. Motion passed by a show of hands.

Maryam Wolke asked for a motion to accept the June 2017 minutes as written. Motioned by Mindy Slaska; Seconded by Judi Filloramo. No discussion. Motion passed by a show of hands.

Copies of September 2017 meeting minutes were available on the website and several hard copies were present at meeting.

Maryam Wolke asked for a motion to waive reading of September minutes:

Motioned by Mindy Slaska; Seconded by Amy Sees. No discussion. Motion passed by a show of hands.

Maryam Wolke asked for a motion to accept the September 2017 minutes as written.

Motioned by Jennifer Thompson; Seconded by Dureen Cappadona. No discussion.

Motion passed by show of hands.

Chapter FB Pages: Maryam Wolke thanked attendees for updating their chapter FB pages by removing pictures of children as well as prior year pictures.

• **Corresponding Secretary** – Lisa Apa: Nothing to report.

• **Treasurer / Asst. Treasurer** – Jennifer Crawford / Christine Gaccione:

Jennifer thanked everyone for submitting their prior year binders to her. Only one school still not submitted. Audit cannot begin until **all** binders are received. The quicker binders are collected and audit completed, the quicker the binders can be returned. Moving forward Jennifer would like the chapter treasurers to please use the Excel spreadsheet she will be sharing for their quarterly reports. It is important that cash balance should match bank register. If your chapter has a check that is over 180 days it needs to be removed from current reports and a new check needs to be issued to vendor. W9's are needed for any vendor who is an "individual" (not Inc., LLC, etc.) and who is paid \$600 or more in a calendar year. It is the chapter's responsibility for keeping W9 information (ie SS #s etc) confidential and secured. W9's only need to be sent once for a given vendor unless a name or address changes.

Christine Gaccione thanked chapters for Scholarship Cards payment. Missing a few schools.

• **Vice Presidents** - Jamie Lillis & Leslie Dianuzzo:

Jamie provided an update on Raffle Licenses.

3 raffle licenses have already been filed. The next 3 due are:

- Fallon Due 11/15
- Theunis Due 1/15
- Wayne Valley 1/15

Leslie reminded attendees that **only** Presidents and VP's should be filling out COI requests. If the COI is not submitted with at least a two week lead- time the chapter risks having to postpone or cancel their event. All COI's must have full vendor contact person information included.

- **President** – Eileen Domico: Eileen reminded everyone that Ronnie Brass will be out for two weeks in November (7<sup>th</sup>-21<sup>st</sup>) so any school facility use permits needed should be submitted ASAP.

Eileen reiterated procedures surrounding requirement(s) to obtain Temporary Retail Food Licenses for any PTO event where food and / or beverage is being given or sold to the general public. Chair people should be directing any questions to their chapter presidents. If presidents need further info they can reach out to Eileen Domico or Thomas Cantisano (Board of Health) or to Ronnie Brass. Eileen reminded everyone that Candidates Night is 10/26 at 7pm, 6 candidates running for 3 open seats.

### **Council Committees:**

- CCW: Victoria Trentacost not able to attend meeting; No report
- Project Grad (Jamie Lillis & Valerie McGrath – Project Grad Overalls at WHHS and WVHS, respectively): Nothing to report
- Browse and Shop (Anny – Browse & Shop Manager): Items were donated to Texas and Florida. Shop is in need of boys' clothes (school age). Browse & Shop is located in the basement of Preakness Bldg on Hamburg Tpke; store hours are Tuesday - Thursday 10am-6pm.
- Food Bank (Jennifer Thompson & Maryam Wolke were in attendance and reported): WEA donated a generous amount of items but having filled approx. 10 orders this week the food bank is still low on items. Jennifer requested that chapters please reach out to food bank committee before running their food drives so they can provide an updated list of items needed. Maryam thanked in advance the APT teachers for their donation that will be picked up on 10/27.

### **Old Business:**

- None

### **New Business:**

- Carolyn Capizzano asked if it's ok for a parent to donate candy for Trunk or Treat with their company name on it. Council Board suggested this might be perceived to be use of a PTO event to solicit business for a school parent and therefore advised against it

**Other:** The next Full Council Meeting is Thursday, 11/30 at 7:30pm at JFK.

Seeing no other items of business, Eileen asked for a motion to adjourn. Motioned by Amy Sees; Seconded by Mindy Slaska. Meeting adjourned at 9:22 pm.

*Respectfully Submitted,  
Maryam Wolke, Co-Recording Secretary*