



Dunellen PTO



PTO Meeting Minutes

November 14, 2018

Time: 7:00pm

Attendance:

Pamela Vail, President
Silke Carlson, Co-Vice President, Committee Chair
Nicole Moore, Co-Vice President, Grade Level Oversight
Gwen Perdomo, Correspondence Secretary
Jessica McGarry, Recording Secretary
Monique Phua, Treasurer
Laurie Mann, Teacher Liaison (absent)

Teachers in Attendance: None

Board Members in Attendance: None

Welcome/Call to Order: (Pam): Thank you all for coming! Per my email, we don't have a Principal Roundtable tonight as Mr. Lubisco couldn't make it. I'm going to turn it over to Monique Phua, with our Treasurer Report.

Treasurer: (Monique): Please take a look at it and let me know if you have any questions. For the month of October, all the Paypal transfers were memberships coming in. You'll see them throughout. \$9.41 is a teacher membership because Paypal takes their portion of their \$10 membership. For regular memberships we receive \$13.46.

Family Fun Night Monster Bash, \$1,248 deposited, and after start-up and expenses the total is \$691. This is much more than last year. We sold out on almost all of the food. This was a great fundraiser.

Red Ribbon Week is at the top of the report. The t-shirts and sweatshirts sales are also, and they reduce as the year goes on since everyone had bought them in the beginning of the year.

Kids Stuff had a few deposits, and we made almost \$300. We definitely didn't sell that many this year. They were upset with me on the phone today because I didn't send home books with every child in the school and that's how they want you to sell them. If we get it back, great. If we don't, we're not responsible for it. How is it fair to 20-40 of those who keep their book and never give it back, while everyone else pays for it? I was honest with them that we didn't send them home, and sent boxes back. I did keep some in consignment. If anyone wants one, just let me know and they will still be available for this area.

Any questions about our report? No questions were posed. Can I have a motion to approve October's treasurer report? A second? The October treasurer report has been approved.

I do have our accountant's wife here tonight who graciously does our taxes free of charge. Everything will be filed before the New Year begins. All of our licenses and taxes have been filed.

Approval of Meeting Minutes: (Jessica): Please take a few minutes to review the October 11th meeting minutes. **Any questions? No questions were posed. Can I have a motion to approve the October 11th meeting minutes? A second? The October meeting minutes have been approved.**

President: (Pam):

Teacher Membership Contest – Unfortunately none of the schools have 100% participation this year, so they will not be receiving any prize. Faber has 50 members that joined while the High School has about 30 members that joined, and LMS has 5.

Book Fair and Holiday Bazaar – Book Fair is this week as you can see (set-up behind PTO Board members in Media Center). Holiday Bazaar begins December 3rd most likely in this room rather than the stage. We have no other choices of where to set up as there are no classrooms available.

Remind Me App – I did include the link in the email last night. People have been going on and joining that. It's another form of communication which can be faster than an email. Sometimes a quick text message is nicer than a lot of emails.

Update on PTO Meetings – We've added new meeting dates. Gwen has the next one as December 5th. There is no meeting in January. February will be Monday the 11th. March will be Wednesday the 13th. April will be Wednesday the 3rd right before Tricky Tray. May will be the 8th, and June will be Monday the 3rd. These are all tentative, but we hope they will work.

By-Laws – I included them in the email last night, and I have copies here. We do have additions to them to review. On page 7 under Officers and their Election, we added "Current serving members of the Board of Education and their immediate family may not be nominated to serve as an officer of the PTO. Current serving members of Dunellen Borough Council and their immediate family may not be nominated to serve as an officer of the PTO." We had also added two new committees Bake Sale and Buoy Bucks. On the last page for the Board, it was updated with our new members' names and one position had changed. We're bringing these changes to the membership at this meeting, and then we will vote of it at the December meeting.

A few other items to bring to you not on the Agenda:

Mr. Lubisco has asked me to mention that if the weather is bad tomorrow night, the evening conferences will be postponed to next Monday evening. They will also send out a Honeywell message letting you know.

There was an assembly a week or two ago at the Middle School and High School. Mr. Lynch and Mr. Tobin sent a thank you to the PTO for helping fund it. We heard it was a really good assembly. The content was about different situations that can happen in school such as outsiders, bullying, suicide, pressure situations, stress, and family issues. It was a message of inclusion, not just tolerance that resonated with the students because a lot of students were moved by the assembly. You're more than welcome to read the letter from the principals.

Carol Fund is still looking for donations for families in need in town. Donations can be dropped off at any of the school offices.

[Brittany Grillot from the membership]: The Dunellen Moms Group had created a committee to benefit the Carol Fund. There will be an event one of the weekends in December to donate to the Carol Fund. You can join the Facebook Dunellen Moms Group for more information.

Breakfast w/Santa: Project Graduation is running it on Saturday, December 8th from 8am-12pm held in Faber all-purpose room cafeteria. Tickets cost \$8 per person, \$30 for a family of 4, every additional family member is \$5 each. Flyers will be going home tomorrow. It will be posted on PTO Facebook.

(Jessica): Does it say anywhere how much pictures with Santa will be if you don't want to purchase breakfast?

[Kate Guzzi from the membership]: This year's Project Graduation Committee decided not to have the previous photographer (John Osborne) take pictures this year as they stated people can just take pictures with their phones. There are no pictures to buy. Different parents run it every year, so this is what they chose to do. Please come out to support Project Graduation.

(Nicole): There is a Facebook event page to give feedback. Give your comments there. Breakfast w/Santa under Dunellen, NJ.

Pie Sale flyers went home today. They were due today, but if you have any orders, you can hand them in to us.

Charlotte's Webb play is this Friday (11/16) and Saturday (11/17) at the High School. Third grade will be walking over to see it on Friday. Permission slips came home today.

(Monique): The Modell's 20% off coupon is available and can be used Black Friday through Christmas. The PTO gets a percentage of all purchases. The flyer/link will be available on the PTO page.

Vice President – Committee Chair: (Silke):

Book Fair: Going on this week as you can see. Thank you to Brittany for organizing, and Trina for being here. It helps when there are designated people to run these events.

Holiday Bazaar: Will be December 3-7th. Both Brittany and Trina will be handling this event as well.

Box Tops: Collected and submitted by November 1st.

[Brittany Grillot from the membership]: We were very light and I don't have the total with me, but it was around \$400. We will have another collection in the spring. March 1st will be the next deadline, but we can still submit later. The winner of the overall class was Mrs. Guhl's class at 467 collected. For the Holiday Bazaar, I spoke to Small World Gift Shop. They will be pre-programming the register for us this year so I sent them the price list and did the same thing we did last year. We rounded up or down to the nearest dollar, so we aren't making a major profit. The product will be delivered on November 29th. The plan to set up will be on November 30th. We will need a lot of volunteers for set-up. The Sign-Up Genius will be emailed out in the next few days. The class schedule should be going to Carol tomorrow, but it should follow the schedule the Book Fair had since the classes went during their Media time.

(Silke): We are still in need of a chairperson for Assemblies for all three schools. It's not necessary to be there, but you need to be in contact with the Principals and contact the possible assembly people.

Winter Wonderland will be December 7th. Its a 7th and 8th grade dance. If you have a 7th or 8th grader, please help by volunteering. Heather Anderson will reach out to parents to volunteer that evening.

(Pam): Dunellen PBA is having a fundraiser where the admission is one unwrapped toy and they donate them to families in need. There is one event at 7pm on December 1st for the Polar Express movie with hot chocolate and pictures with Santa. On November 30th at 9pm is the Christmas Vacation movie geared toward parents. Flyers will be out to us soon.

Vice President – Grade Level Oversight: (Nicole):

First, the membership update is now 186 families and 82 teachers for the total of 268 members.

Raffle Fundraiser – The flyer came home and I've been getting orders in, but we can't release the tickets until the 19th. We have the approval from the town, but we need to make sure the state approves within the two week window. There shouldn't be an issue getting approval. Everything will be released on the 19th. If you prefer to buy in person, please contact a Board Member. You can email the PTO. We are selling only 1,000 tickets cash only.

Family Fun Night – Monster Bash went really well and was very successful. The kids had a lot of fun. We did discuss maybe every other year having the blood drive.

Talent Show – We are looking to hold it January 18th or February 1st. We haven't seen anything on the calendars that may be a conflict. Once we set a date, we will submit for the room request, and send out flyers for acts to join.

Upcoming Parties – Kindergarten and 1st Grade have their Thanksgiving Feast next week, so Team Leaders please give me your list of volunteers. Kindergarten has hand-printing and laminating in December. Every other grade (2nd, 3rd, 4th, 5th) has no event until their Holiday/Winter Party right before winter break.

Team Leaders – Please make sure to get your volunteers and your class party lists filled, and email to me by November 21st.

(Pam): On Halloween there was an issue with a parent not on the list. The ladies in the office are just doing their job and cannot let anyone enter unless their name is on the list of volunteers to enter the building. If you have any issues with any other PTO volunteers, your class team leaders, please come to one of us on the Board.

Correspondence Secretary: (Gwen):

Like us on Facebook, or for any reminders, go to the website. The next meeting will be on Wednesday, December 5th at 7pm.

Teacher Liaison: (Laurie):

(Pam): Laurie couldn't be here tonight so I will update everyone for PBSIS. Thanks to everyone who continues to support the PBSIS fundraisers. The last one was at Texas Roadhouse. Laurie will continue to update us on what will be coming up next.

Open Discussion: None

Closing Remarks: None

Adjourned: 7:51pm

Respectfully submitted: Jessica McGarry

