HYES PTO Meeting **MINUTES**

**Highland and Fritz Elementary Schools**

**Date: May 8, 2019**

**Time: 6:38 pm**

**Meeting Place: Highland Elementary School**

**Attendees: See attached Sheet**

**Call to Order: Allison**

**Executive Committee Reports**

 Presidents’ Report-Nilvio and Allison

 PTO Board Elections:

 President: Nilvio;Allison

 Vice-President:Ane/Nick

 Treasurer: Priscilla

 Secretary:Kelly/MaryEllen Sansone

 Vice President’s Report- Ané and Nick

* Ané- $4600 Scholastic Dollars- email went out to teachers at both schools, use it or lose it-deadline of June 1, any orders that arrive at school before 6/12 will be delivered to teachers by the last day of school, any orders received after 6/12 will be delivered to teachers in August.
* Ané- in touch with Nurses from both schools to find out what items they need, will begin organizing clothing/gift card drive (hopefully for the beginning of the school year if principals are ok with it)
	+ What would be the best way to get word out to parents to bring in clothing donations beginning of the 2019-20 school year? Maybe with supply list and mailings for teacher assignments.
	+ Still need line item on budget in case donations do not cover needs in full
	+ Use old field day t-shirts.

 Treasurer's’ Report-Priscilla and Megan

Review of report-- Made $100 cash from book fair

 Secretaries’ Report-Lynn/Kelly

 No minutes printed. They are on the HYES PTO website. Approved by Nick and Debbie.

Principal’s Report Highland-Vicki R

 K-ORIENTATION last Fri. Nilvio and Kelly gave tours. 90 students showed up. Curriculum night in 2 weeks for parents of incoming K.

 Teacher appreciation things have been wonderful!

 Congratulations form Allison (librarian). Given a Walmart gift card for $500 to create a maker space.

 All classroom windows are going to be replaced this summer. Building with be closed for the summer. Starting on 6/13.

 District WIDE program will have 2 classes here in Sept.

Principal’s Report Fritz-Mary P

 Winding down. Finishing testing.

 PTO plant sale going on now.

 Assembly tomorrow- Ned’s Mindset. Talks about overcoming challenges.

Concerts next week- strings and band next week at 3. Chorus week after at night.

Nutmeg Luncheon next Wed 5/15.

Grade 5 will have Step Up day on 5/20 and tour Moran Middle School.

Tomorrow night, 5/9, Nature’s Classroom parent presentation. Students have presentation week after.

Mountain Mist field trip for 5th graders at end of month.

Sturbridge Village field trip successful.

Field Day coming up.

Concern about playground. Area that is a landing/deck since metal can come apart. Rep from company came out. Maintenance notified and will fix. Est. $22,000.00. Right now it’s off limits due to safety concern.

Sined Mezzi had baby 5/3, both are doing well. Congratulations!

Highland Teacher Rep Report -Allison/Debbie

 Teacher’s appreciated all the teacher appreciation activities.

 Variety show was a big hit!

 Billing dept will come to PTO for requirement for AV overseer. We will need a line item next year. Karen Ripa oversaw too and waived her fees.

Fritz Teacher Rep Report -Tracey

Teachers are appreciating this week.

3rd grade will take walking tours field trip.

**Committee Reports**

**Other Business/Questions-**

* Ané- PTO Closet organization and cleanliness, deadlines. Supplies are missing. Maybe get more shelving. Chairperson should be responsible to make sure all items get back to where they belong. Take an inventory with location of school things are stored.
* Maybe next year seperate teacher appreciation week between schools.
* Megan Malanson and Lynn LaValley effective June 30, 2018 will no longer be on the board. Megan will no longer be the co-treasurer and will have her name removed from all bank accounts/statements.
* PTO funding sensory kits for teachers (Cheryl Longley and Elly Kirkpatrick)- students ask to take a break and use the timer (one beeps loudly, one lights up and vibrates) in the kit for one minute to use a sensory tool. After using the tool, they fill out a sheet which states how they felt before, during, and after. Also have various scents which can be used. Used aromatherapy essential oils on cotton ball in film canisters. Following info for MGF only: 7/22 kids use it daily and prefer the scents. Using these tools has decreased behaviors in the classroom. Teachers have been surveyed to see if they would use it (all 3rd grade, 4th grade, ½ 5th grade, specials: library, special ed, intervention). Would like 20 kits with “wish list” provided at a cost of approx $75.00 each for a total cost of approx $1500.00. Feels like it keeps up with the needs of the type of kids coming in feeling stressed, overwhelmed, and increased anxiety. Re-entry slips can be written by teacher with child dictating. Can use visuals if writing is too high. Board will decide after making a budget this summer. Any approvals needed? Possibly get rid of timer and storage which would bring the cost to approx $900.00. Need to make a plan for when things break or go missing.
* Plant Sale (Priscilla) going well
* Need to set deadlines and stick to them for handing things in and picking stuff up. Maybe use a Remind App. Discuss over this summer.

**Next Meeting: Highland Elementary @ 6:30pm 6/12/19**

**End: 8:00pm**

**Attendees:**

Victoria Reed Kelly Rainey Chreyl Longley

Mary Poisson Debbie Hajjar Nicholas Passariello

Priscilla Upchurch Allison Denya Lynn LaValley

Ane Miller Tracy Tyrrell

Allison Scott Elly Kirkpatrick