



**B.A. Cucinella Elementary School
PTO Meeting Minutes
October 19, 2020**

Attendance: Courtney Averyt, Kim Nestor, Kristi Daggett, Kelly DeMayo, Erin Halpin, Jennifer Campbell, Jackie Armstrong, Melissa Cervenka, Aimee Costello, Aimee Perhacs, Sarah Cipoletti, Tori Reade, Laura Hunter, Jenny Kulczyckj, Tara Trubela, Jessica DeCicco, Melissa Keiser

The meeting was called to order at 7:07 pm.

I. Acceptance of Previous Meeting Minutes:

1. The August and September meeting minutes were voted on. Tori Reade made the motion to accept, Aimee Costello seconded, all members present were in favor.

II. Reports:

1) Principal's Report:

1. Mrs. Keiser stated the Brandon Lee White assembly was a huge hit. Would like to possibly bring him back in the spring for 5th graders.
2. Halloween will not look the same as previous years. A letter was sent home to parents. Students will wear costumes either on 10/29 or 10/30. Teachers are working with room parents regarding class parties. There will be a video for the Halloween parade.
3. Students will start their new special "quint" on 10/26.
4. The switch on virtual Mondays to asynchronous in the afternoon is to allow teachers as much time as possible to plan and prepare lessons.
5. Mr. Mohre is looking at having the students return to the lunch rooms, special rooms, and switch rooms within the next 2-3 weeks.
6. Pictures will be distributed soon, they need to be organized.

2) PTO Board Reports:

a) President's Report:

1. The meeting minutes will be on MemberHub and the PTO website.
2. Kim has been attending all of the BOE meetings.
3. Kim has also been attending the Key Communicators meetings. Phase 2 opening has been discussed, and the BOE, administrators, and teachers are being overly cautious. They understand students need to return, but want to do it safely.
4. A second meet the candidate event will be hosted on 10/21 at 7 pm. There will be a recording on YouTube.
5. The BAC PTO is not endorsing a particular candidate.
6. The forms for teacher grants are out. Teachers can electronically fill out the application and submit to contact@cucinellapto.org. Mrs. Keiser has been collecting them. There will be an allocation meeting to over the grants.
7. The PTO has provided each class with a "Party in a Bag" for the Halloween celebration. Each student will receive a coupon for a free Frosty, a free pretzel and other Halloween treats. Every class received a Halloween Bingo game.

8. All room parent communication/questions should go through Melissa Cervenka so she may bring questions to administration. There may be a virtual room parent meeting at some point.
9. All volunteers need to be PTO members for insurance purposes.
10. Aimee Costello volunteers to create a PTO Code of Conduct for PTO events. All volunteers must sign it.
10. The PTO received wonderful feedback about the assembly from parents, teachers, and kids.

b) Treasurer's Report:

1. The temporary tent will be extended on a week-by-week basis. No date yet for the permanent tent to be installed.
2. 464 goodie bags for the Halloween party were delivered Friday 10/16. It came to \$1.36/child.
3. Discussed class funds and the amount each teacher has received as of 10/19. A reminder on MemberHub and BlackBoard will go out.

c) Secretary's Report:

1. The meeting minutes were uploaded to the Google Drive.

d) Communications Report:

1. All meeting minutes will be put on the PTO website.
2. Tori would like all PTO Board members to look at their site for any changes/corrections.
3. Tori can post anything on MemberHub, Facebook, etc.

e) Membership Report:

1. Kim and Jaime Bergen compared MemberHub (paid vs. nonpaid members) vs. the PTO Facebook page.
2. Found 37 glitches: some paid/no profile, profile/did not pay, etc. People were notified privately and publicly multiple times.
3. These glitches will be removed from Facebook and MemberHub will be updated.

f) Fundraising Report:

1. Bubbakoo's Dine to Donate is on 11/19- PTO will receive 15% back.
2. Mama's/Café Baci Dine to Donate earned the PTO \$150 with a \$50 donation from the restaurant.
3. Gertrude Hawk went out- all online. 30 orders placed so far.
4. Boon will launch on 11/4. All online with 40% proceeds to PTO. Home Delivery.
5. Spirit wear was delayed. Will be up ASAP and there will be no issues for home delivery before the holidays.

g) Assemblies / Programs Report:

1. Hip Pickles wants to come in March.
2. Author visit in May.
3. Another assembly possibly December.

h) Room Parent

1. Please email Melissa Cervenka with any questions or concerns. Please do not reach out to administration. Melissa will compile a list of questions and reach out to them.

III. Old Business:

1. Kristi Daggett pitched two ideas for crafts that families can purchase. This is in lieu of the Holiday Shoppe at school.
2. Each craft will be \$5 each. Choice #1 will include an 8x10 canvas, 2 ornaments, paint and brushes and a list of ideas. Choice #2 will be a mason jar, bells, ribbons and glitter and a list of ideas.

3. Kristi made a motion for the crafts, seconded by Kim, all members in favor.
4. Tori will create the flyer.
5. Laura Hunter gave an update on Nellie. The older students are not fans of the current Nellie and the spirit wear. A survey was sent out and responses are being compiled. Martin Bunyi is working on ideas. New Nellie will be presented for spring and go to administration to be approved.

IV. **New Business:**

1. Jessica DeCicco thanked everyone for discussing the reopening of schools.
2. Discussed teacher gifts.
3. Book fair possibly in person. Volunteers could make lists during the student's walk thru and then students order online.
4. Talent show- virtual?

Meeting Adjourned 8:25 p.m.

Recorded by: J. Campbell and C. Averyt