

Minutes for PTO Meeting
Tuesday, September 13, 2022

Attendees: 39
Faculty: 3
PTO Board Members: 6

- 7:05 PM **Welcome** - Co-Presidents Ankita Achra and Daniela Santana
- The 2022-2023 PTO Executive Board Introduced themselves to the PTO audience
 - Co-President: Ankita Achra
 - Co-President: Daniela Santana
 - Treasurer: Andy Chen
 - Assistant Treasurer: Miranda Konz
 - Corresponding Secretary: Michael Wiley
 - Recording Secretary: Tammi Wiley
- 7:05 PM **Pledge of Allegiance**
- 7:11 PM **Superintendent's Report** – Dr. James Bigsby
- Dr. Bigsby welcomed the many parents at the meeting
 - Dr. Bigsby advised it's a great opportunity for parents to be involved in their children's lives by volunteering
- 7:15 PM **Principal's Reports**
- Mrs. Alicia Subervi - GBMS
- *Mrs. Subervi was not in attendance, so her report was included with Mrs. Ferrara's report*
- Mrs. Crista Fenton - IEF
- *Mrs. Fenton was not in attendance*
- 7:15 PM **Faculty Liaisons**
- Mrs. Erin Ferrera – GBMS
- Back to School Night will be held in person on 9/27
 - More details will follow via Parent Square
 - Parents should not use the main entrance during drop-off and pick up times
 - Parents should read the handbook which was included in Parent Square
 - Weekly messages will be sent via Parent Square for each grade and related arts
 - Start Strong and MAP testing will begin next week
 - 9/21-9/23 will be ELA and Math testing
 - 6th grade will also have Science testing
 - There is no school on 9/26
 - School is off to a great start being “back to normal”

- Auditions for the play, Green Brook Singers, Alzapella, and band groups will take place during the next several weeks
- 5th graders are happy and enthusiastic
- From Mr. Mojta: yearbooks will be on sale 9/16 – 11/30
 - Parent Square message will be sent with ordering details

Mrs. Debbie Rizzoli - IEF

- School is off to a great start – “normal” and “boring” are good
- Teachers have been able to get back to their normal routines with rearranging their classrooms and seeing each other
- There will be a concentration on teaching and learning
- There are lots of new teachers at IEF
 - New teachers are mentoring with their colleagues
- Mrs. Rizzoli thanked the PTO for the 1st day of school breakfast and the survival goody bags
- From Mrs. Baffige and Ms. Minetti: bookmarks made by area senior citizens were left for the students at the meet and greet
- From Mrs. Panico: dot day activities will be celebrated in September
 - Kids will create dot-ish and sky-color artwork
 - 9/15 recognizes art inspired by Peter Reynolds who wrote “The Dot”, “Ish”, and “Sky-Color”
 - Works of art will be displayed at Back to School Night

7:25 PM **Board of Education Report** – Mrs. Michelle Cruz & Mr. Andrew Zimmer

- *Mrs. Cruz and Mr. Zimmer were not in attendance*

7:25 PM **Q&A for Administrators and Liaisons**

- The issue of traffic leading up to the school was brought up
 - Concerns were raised for no posted speed limit signs and cars going through stop signs on the roads leading up to and by IEF
- Ankita will bring the concerns to Mrs. Fenton

7:30 PM **Upcoming Events/Activities**

SEPTEMBER

- Book Fair
 - Book Fair will take place at IEF in the Media Center on 9/19-9/23
 - Set up on 9/19, Book Fair 9/20-9/22, breakdown on 9/23
 - Book Fair Chair is Christie Morrill
 - An email will be coming with volunteer opportunities
 - E-wallet will be available
 - Funds must be applied to book purchases – extra funds won’t be refunded
 - Sales tax will need to be charged this year
 - Posters with book amounts including tax will be on display
 - Class schedules to visit the Book Fair will be sent out by Friday
 - Parent shopping Night will be held on 9/22 from 6:00-8:00 PM
 - Adult readers for the kids may be offered

- Teacher book wish lists will be available at the parent night
 - Please contact Christie with Book Fair questions
- Welcome Back Breakfast
 - Breakfast was provided for the teachers at both schools on 9/1
 - Teacher survival kits were also provided
 - Thank you Café Nune, Duck Donuts, and Green Brook Pancake House for your donations to the teachers!
- Homeroom Parents
 - Sign-ups will be open from 9/12 – 9/23
 - A mandatory homeroom parent meeting will be held on 10/4 for those that are selected
 - You will be notified via email if selected to be a Homeroom Parent
 - You can make a class request if you have children in multiple grades
- Back to School Night
 - GBMS – 9/27 at 6:30 PM
 - IEF – 9/28 at 6:30 PM
 - Will be in person this year
 - You will be able to register for the PTO at the PTO table on either night
- Committee Chair Meeting
 - Will be held virtually on 9/29 at 7:00 PM
 - Guidelines for the committee chairs will be presented
 - You will meet your co-chairs
 - Sign-ups for the chairs and committees are in the back of the room

OCTOBER

- Anti-Bullying Month
 - Bucket Fill Challenge at IEF will take place the 1st week of October
 - Per class, the students will work together to fill their bucket with kindness
 - One class per grade will be recognized as the “winner”
 - Teachers will read the bucket filler book to their classes
- Spooktacular Fundraiser
 - Will be held in conjunction with USA Karate on 10/15 from 6:30-9:00 PM at USA Karate in Green Brook
 - It’s a parent’s night out
 - The cost is \$35/child
 - Registration must be completed by 10/10
 - Open to IEF students only
- Trunk or Treat
 - Will be held on 10/28 (with a rain date of 10/29) from 6:30-8:30 in the IEF parking lot
 - Trunk or Treat chairs are Nora Hionis and Jessica Palo
 - Cars are decorated and candy is handed out to the kids
 - A flyer will be sent with event details via Parent Square
 - Email Nora to sign your trunk up

- Approximately 30 cars are needed
- US Karate will provide cider and donuts
- Peer Leaders will have a haunted bus
- Volunteers are needed for set-up, clean-up, and to monitor the food
- A timed sign-up for the kids to participate is TBD
- Candy donations will be gladly accepted
- IEF Halloween parade is tentatively scheduled for 10/28
- Homeroom Parents
 - Mandatory meeting will be held on 10/4 at 7:00 PM in the IEF Media Center
- Scarecrow and/or Pumpkin Carving/Decorating Contest
 - Participants will choose 1 category to enter
 - Communication with event details will be sent via Parent Square
 - Voting will be done by the GBMS and IEF families
 - A chair is needed for this event

7:59 PM

Old Business

- Pre-K and Kindergarten Walk-Through at IEF
 - In-person PTO member sign-ups and committee chair sign-ups took place
 - PTO displayed a photo backdrop and photo frame for the kids
 - PTO banners were purchased and used at the event

8:01 PM

Fundraising

- Family Photo Shoot
 - Will be held in October or November
 - There will be a new photographer this year
- Food Fundraising
 - A committee chair and committee members are needed
 - This committee will start in November
 - The committee will contact local restaurants for available dates for a fundraiser
 - Past events have been held at Chipotle and Chimney Rock pizza sales
- Wiz Fit Challenge
 - Wiz Fit Chairs are Christine Bava and Krista Kowalik-Frisoli
 - Will be held on 1/20 – 2/3 at IEF
 - The event is done in conjunction with the Harlem Wizards
 - The event kickoff will be held in the gym with Wizard players
 - The kids complete online challenges and collect donations for the school online
 - Prizes will be distributed on 2/3
 - School-wide incentives will be offered

- Harlem Wizards Game
 - Will be held on 2/24 at GBMS
 - Harlem Wizards Game chair is Krista Kowalik-Frisoli
 - The game features a basketball game between the Harlem Wizards and Green Brook Teachers
 - Food trucks are TBD
 - Harlem Wizards merchandise will be for sale
 - Co-chair and volunteers are needed
- Parent Fun Night
 - This will replace Tricky Tray
 - Event Chairs are needed
 - Ideas are needed

8:11 PM

Committees

- Committees in need of chairs, committee members, and/or volunteers are:
 - Book Fair, RIF, Parent Fun Night, Trunk or Treat, Holiday Boutique, Family Fun Night, Harlem Wizards Game, Wiz Fit, Teacher Appreciation Week, 4th Grade Moving Over, 8th Grade Dance, Holiday Lights Contest, Donations, Scarecrow/Pumpkin Contest
 - Please note, these committees represent historical activity of the PTO but may change for the 2022-2023 school year

8:13 PM

New Business

- Social Hour
 - New event held today prior to the PTO meeting and will be held before upcoming meetings
 - It's an opportunity for parents to meet other parents and talk with the PTO board members
- Buddy Program
 - This program will pair new district and/or school parents up with a veteran parent for mentoring
 - Sign-ups are available
 - Parents will be matched up by grade, teacher, etc.
- Enrichment Programs
 - These are a work in progress but would be afterschool programs held at GBMS & IEF
 - Ideas are needed
 - Parents to help are needed
 - Students would pay to participate in the program
- Volunteer Protocols
 - Lanyards will be worn this year for school hour volunteers that identify the volunteer as PTO
 - Lanyards should be returned when leaving the school
 - All volunteers should enter the school through the main entrance and through the office
 - Masks are optional

- No vaccine requirements
- No younger siblings and/or non-GBTPS children are allowed in the school during school hours
- Children are welcome at the PTO Meetings
- Teachers/Staff
 - Any teacher or staff member that joins the PTO will receive a PTO bag
- Next PTO Meeting
 - A vote will be held on a proposal to change the Treasurer positions in the PTO bylaws to Co-Treasurers
 - Notification of the proposal will be emailed out 2 weeks prior to the October meeting
 - Vote will be held at the October meeting
 - Only paid PTO members are able to vote

8:27 PM

Treasurer's Report – Andy Chen / Miranda Konz

- The Budget for the 2022-2023 school year was presented by Miranda Konz
- There is new financial software for this year
- PTO budget period runs from 9/1 through 8/31
- GBMS & IEF savings accounts reflect year end profits split between the schools
- Budget note: there is \$4,000 allocated for Teacher Appreciation
 - \$1,000 is allocated to show appreciation to our teachers throughout the year
 - \$3,000 is allocated for Teacher Appreciation Week
- A motion was made to accept the 2022-2023 PTO Budget. The motion was 2nd. All were in favor.

8:42 PM

Secretary's Report – Tammi Wiley

- A motion to waive the reading of the minutes from the May 10, 2022, PTO Meeting was made. The motion was 2nd. All were in favor.

8:42 PM

Q&A Session

- Has the PTO ever thought about purchasing an industrial popcorn maker?
 - There is no storage space available in the PTO closet at either school to house a popcorn maker

8:44 PM

Adjournment

- Sweta Jiteshkumar was the winner of the raffle prize
 - She won a gift card for Capital Craft
- A motion to adjourn the meeting was made. The motion was 2nd. All were in favor.

The next PTO Meeting will be held on Tuesday, October 11, 2022, at 7:00 PM in the IEF Media Center

Thank you for supporting the Green Brook School District!