

Calvin Leete PTO Organization

Calvin Leete Elementary School

PTO Meeting Minutes

Date: October 13, 2022

Time: 6:30 P.M.

Location: Zoom

In Attendance:

Ornella Rullo

Audrey Barr

Kristen Hershman

Christina Holmes

Emma Ludwin

Allison Adekanye

Allison Franks

Christine Manuck

Dylan Douglas

Jamie Froelick

Katy Phillips

Kejal Amin

Kristine Ford

Lauren Testani

Leah Foster

Melissa Dos Anjos

Sarah Hershman

Sarah Lizee

Kelly Babeu

Mike Seal

Welcome and Introduction of PTO Officers (Ornella Rullo) –

Role of PTO – the PTO is a large group of parent or guardian volunteers who collaborate with the teachers and school administrators to provide our school with the funds, programs, resources, and services to enrich and maximize the educational experience of our students. It is made up of the executive board, which consists of the president, vice president, secretary and treasurer, various committee chairs, and a whole bunch of other volunteers who help make the magic happen.

Ornella Rullo and Audrey Barr

Christina Holmes – treasurer

Kristen Hershman – secretary

Registration Update: Approximately 50% of families registered, 85 total families

Volunteer Recognition

- Back to School Appreciation for Teachers and Staff: Lauren Testani, Diane Hall, Meredith Carnelli
- Flower Boxes/Bulletin Board: Angela Giambaccini May
- 4th Grade Float: Angela Giambaccini May, Michelle Holden
- Enrichment: Christine Manuck
- School Store: Alice Chen, Joanna Lim, Tara Buonanno
- Family Beach Party: Jennifer Courtright, Meredith Hentschel, Emma Ludwin
- School Photos: Meredith Carnelli
- Class PTO Reps

Guilford D.A.Y- Leah Foster

Introduced the Guilford Developmental Assets for Youth coalition, an organization promoting substance free living through town partnerships with community members, police, schools, businesses, residents, parents. If interested in learning more or becoming a new member reach out to Leah at fosterl@guilfordct.gov or visit www.itsworthitguilford.org.

Christina Holmes – Treasurer report

Background - To create this year's budget, we used last year's as a base and made adjustments from there. Our priorities within this year's budget are to support in person activities for kids including assemblies and fundraisers.

- On the income side, membership dues are on track. We've planned for Square One Art as a fundraiser as well as Art Night Out in the spring. We also have an open line item for additional fundraising that will need to happen this year in place of the Boone fundraiser which we've done in year's past.
- In terms of expenses, we've budgeted more for assemblies (3.8K vs. 5K) and field trips with a total of 7K (no money spent on field trips last year). We've also planned a bit more to support field day after such a successful field day last year.

Calvin Leete PTO Budget: 2021-2022		
	Budget	Actual
Income	2022-2023	2022-2023
Membership Dues	\$2,000	\$1,780
Donations via Dues Drive in lieu of fundraiser	\$1,000	\$999
PTO Playground Donation	\$0	
Additional Fundraising	\$1,800	
Boon Supply	\$0	
Square One Art	\$2,000	
Enrichment	\$2,500	
School Store	\$2,000	\$331
Student Photos	\$1,000	
Book Fair (Fall & Spring)	\$1,500	
Cougar Wear	\$300	\$660
PJ/Babysitting Night	\$0	
4th Grade Give Back Gift	\$250	
Variety Show Refreshments	\$200	
Variety Show	\$500	
Art Auction	\$15,000	
TOTAL	\$30,050.00	\$3,769.68

Expense	Budget 2022-2023	Actual 2022-2023
Back to School Party	\$1,000	\$637
BooHoo/Yahoo	\$50	
4th Grade Parade / Float	\$425	\$142
Grounds	\$500	
Staff Appreciation + Special Occasions	\$1,200	\$443
MISC Expense	\$0	
Special Purchases	\$0	
Special Programs	\$0	
Transaction/Discount (Credit Card) Fees	\$500	
Insurance + Membership Toolkit + Website	\$825	\$140
Sunshine & Family Services	\$0	
Learning Fair	\$0	
Community Bldg Events (Fun Auction, etc.)	\$0	
Classroom Funds Primary Teachers	\$4,550	
Classroom Funds Related Arts and Support Staff	\$1,750	
Classroom Funds Special Ed Teachers	\$500	
Assemblies	\$5,000	\$1,495
Family Fun Night	\$200	
Field Day	\$1,200	
Field Trip-K	\$1,000	
Field Trip - 1st	\$1,000	
Field Trip 2nd	\$1,000	
Field Trip - 3rd	\$2,000	
Field Trip - 4th	\$2,000	
4th Grade End-of-the-year Activities	\$3,500	
Give Back Gift	\$0	
TOTAL	\$28,200	\$2,858
Income Vs. Expenses	\$1,850.00	\$912.17

Enrichment Update - Christine Manuck

7 classes offered with most filling very quickly. Will run a 3-4 week short enrichment program between Thanksgiving and Christmas. Some new offerings will be coming through Mr. Prescott and some other teachers. Anyone with interest or ideas for enrichment opportunities can reach out to Christine, cmanuck@gmail.com.

Assembly Update Audrey providing update for Kristen Eaton

STEAM hands on portable museum is the first assembly opportunity this Thursday, October 13 with a variety of STEAM stations for the students. Kristen has been finding great alternatives to in person assemblies over the past couple of years, but we are all grateful to have some hands on, in person experiences this year. Traveling Lantern, a performance group, coming up soon. A reminder that most assemblies are also volunteer opportunities.

Fundraising Update –Audrey Barr

Square One Art: Order forms will come home, ordering deadline, mid-late November. Sibling artwork can be made, email Mrs. Donarumo for a square one art paper as soon as possible. donarumot@guilfordschools.org

Art Auction: SAVE THE DATE: May 12, 2023 at Bishop's Orchards. The biggest fundraiser of the year which includes the event, silent auction, and a showcase/live auction of student artwork. Requires lots of parent involvement, anyone interested in being part of the planning committee can reach out to Ornella or Audrey.

Open fundraising board committee, if interested or you have a fundraising idea please contact Ornella or Audrey.

SEPTO

Guilford SEPTO (Special Ed PTO) has two events coming up this week:

Tomorrow, Thursday 10/13 Pupil Services admin will be presenting at a SEPTO meeting on Understanding the New IEP. Event is in the GHS library from 6-730PM

On Saturday 10/15 at 10AM SEPTO is hosting an event at the Community Garden (behind Medad Stone tavern) to help plant garlic for the Food Bank.

Register for these events or to receive event information or newsletters from SEPTO on their website:

<https://guilfordsepto.wixsite.com/septo>.

Yearbook – Dylan Douglas

An opportunity for 4th grade students –Yearbook club looking for volunteers, kids will be able to sign up via a google form. A very child oriented opportunity for kids to create and be very hands on in the entire process. First meeting, November 2. Any questions can be sent to Dylan Douglas at shockwav@me.com



CLUB

2022-2023 Meeting Dates*

Wednesdays (1st, 3rd and sometimes 5th) from 8:00 a.m. to 8:50 a.m.

Where: Leete Library (please enter through the main school doors)

1. November 2, 2022
2. November 16, 2022
3. November 30, 2022
4. December 7, 2022
5. December 21, 2022
6. January 4, 2023
7. January 18, 2023
8. February 1, 2023
9. February 15, 2023
10. March 1, 2023
11. March 15, 2023
12. March 29, 2023
13. April 5, 2023
14. April 19, 2023

**The schedule is subject to change depending on changes to the school calendar and/or in-person vs. distance learning on Wednesdays.*

Yearbook Coordinators

Dylan Douglas - shockwav@me.com - (310) 592-3222

ABAR Committee Update – Kristine Ford – district wide – Anti-Bias Anti-Racist – started at Calvin Leete.

First district meeting on 10/20, via [Zoom](https://us02web.zoom.us/j/87892431192?pwd=UHUxMzRXcis2THRZUVFoZUUyLytWdz09) (link to:
<https://us02web.zoom.us/j/87892431192?pwd=UHUxMzRXcis2THRZUVFoZUUyLytWdz09>)

First PI-ABAR a success on a cold windy day, stay tuned for another PI-ABAR coming in Spring 2023. Christine Manuck helped secure a grant now ABAR is able to help more K-6 teachers have Professional Development for equity and inclusiveness.

ABAR pillars webinar to come in November to engage more community members. Open volunteer positions, reach out to Kristine Ford: kristine.k.ford@gmail.com

GFFE (Guilford Fund for Education) – Allison Franks

Organization/non profit started in 2006. Raised over \$474,000 and distributes grants to teachers. GFFE seeks to enhance learning opportunities or help fund creative ideas. New streamlined system, teachers apply for a grant in only 300 words, GFFE meets, discusses and votes on them. Mrs. Monaco was given an \$80,000 grant to create maker spaces across the district.

Family Trivia Night, Friday, November 4, 5:30. Prizes, concessions, etc. Sponsorships available that receive advertising and marketing.

Principal Report - Mike Seal

Welcome and thank you to Audrey and Ornella for a wonderful welcome to Calvin Leete. Big takeaway, quality of PTO and of teacher quality. Returning to normal feels like the theme for the year, nice to see classrooms

looking like they did pre-covid. The school is focusing on three professional learning pillars: equity, portrait of the graduate and Social-Emotional Learning. The school is still working on finding a qualified candidate for Spanish. Currently there is a long term for a STEM class, but working on the next steps. Lunch/recess aides are being filled in by grandparents, continuing to look for something permanent.

Teacher Reports – Jamie Froelick and Melissa Dos Anjos

Update Focus: Community Building activities/back to school

Kindergarten: Beginning kindergarten is a big adjustment for these little ones, but everyone is adjusting beautifully! To begin the year, we have been working on establishing our classroom routines and norms. We are spending a lot of time getting to know each other and our new school. Each day during our morning meeting students answer a “question of the day” to better understand and learn about each other. Students then ask questions or comment on what others shared practicing their whole body listening and communication/conversation skills.

Grade 1: Students are settling into first grade routines. In EL Skills Block, students are practicing phonemic blending and segmenting sounds. In our Tools and Work students are learning about Habits of Character: take initiative, perseverance, responsibility, and collaboration. In math, students are securing combinations of ten. We also use the phrase “part, part, total” for number sets within ten.

Grade 2: Second grade spent a lot of September getting to know each other and building community through games, collaborative work, and fun activities. We created shared agreements for things in our classrooms so our days run smooth and everyone feels apart of our classroom.

Grade 3: During our literacy data unit, students developed a deeper meaning of the qualities and characteristics that identify them as learners. They learned that learning has the power to help us understand and change. Students used data to help them make connections and informed decisions about their classroom learning community.

Grade 4: We have had a smooth transition to fourth grade! We have spent some time establishing our classroom communities through activities such as morning meetings, creating classroom norms together and working collaboratively in groups throughout the day. We got to learn a little bit more about each other through our data literacy unit where we created survey questions to ask our classmates about themselves and then created graphs to represent the data. We are excited about all that is to come in the year

ahead!

Art: Masterpieces created in class are retained in the classroom for bulletin board displays in school hallways, etc. Be on the lookout for portfolios of student artwork to be sent home twice this year. (Once around the holidays or soon after and again at the end of the school year.)

In October, classes will be working on Square 1 Art during art class. This fundraiser is a great opportunity to transform your child's artwork into a treasured keepsake. More details to come!

Physical Education: Community building was the impetus of the first through fourth team building unit. Student's learned to cooperate, collaborate and problem solve while engaging with teammates. Student's enjoyed fun and enthralling activities such as River Crossing Adventure and Team Memory. Kindergarteners focused on personal and general space games while also learning collaborative tag games. Mr. Prescott has also instituted a schoolwide "Mountain Climbing Challenge" to engage the Calvin Leete student body. Classes earn a certain number of feet per day and attempt to scale the highest peaks in the world. Stay tuned for details!

Music: To build community in the music room, Kindergarteners had the opportunity to decorate the music room bulletin board! First we had a whole class discussion in regards to what makes music beautiful. Next, we learned what a quarter note looks like and had the chance to beautifully decorate our own quarter notes for the bulletin board. It came out great!

Library: In the library, 3rd and 4th graders are reviewing and practicing library skills. We are reviewing call numbers, how books are organized, and how to find what you need in the library. These skills will help them in school libraries and public libraries. Second graders are learning chromebook skills. First graders are learning about character traits, and kindergartners are learning about authors and illustrators.

Book Fair: Kelly Babeu and Emma Ludwin will be sending out a call for volunteers to set up, help implement and clean up for the book fair. Set up will be Monday, 11/7 and book buying will be W, Th, and Fri 11/9-11/11.

Diwali Enrichment: Flyer went out and will be part of Mr. Seal's newsletter. Coming up Monday and Tuesday, explains the festival of lights, kids read books, create art, transfer it onto the sidewalks, a great opportunity. Mimi Loo and Ornella are looking into doing a pop up event for Lunar new year. Other ideas for cultural pop ups are always welcome!

Upcoming Events –

- STEAM Assembly 10/13
- Diwali Afterschool Enrichment 10/17 and 10/18
- Picture Day 10/19
- Guilford ABAR meeting 10/20 7:30PM
 - via [Zoom](https://us02web.zoom.us/j/87892431192?pwd=UHUxMzRXcis2THRZUVFoZUUyLytWdz09) (link to:
<https://us02web.zoom.us/j/87892431192?pwd=UHUxMzRXcis2THRZUVFoZUUyLytWdz09>)
- School Store 10/21
- Square One Fundraising Deadline 10/31
- Yearbook Club First Meeting 11/2
- Book Fair 11/9-10
- Art Night Out: Mark Your Calendars for 5/12/2023

Next Meeting – Wednesday, November 9, at 6:30pm ZOOM

Meeting Adjourned – 7:35pm by Ornella Rullo