

**WATCHUNG PTO MEETING MINUTES**  
**December 15, 2011**  
**10:30 am Holiday Luncheon at Christine Ead's Home**

Meeting was called to order at 11:00 am by Michelle Hwang, President

Michelle asked for questions or changes to the minutes of the November meeting; there were none and accordingly were approved.

**Board Reports**

**President – Michelle Hwang**

- Thanks to everyone for attending!
- Thanks to Christine Ead for hosting!
- Thanks to Wendy Ruta for overseeing BB Picture retakes
- Thanks to Christine Ead and Christine Listorti for chairing the BB holiday boutiques and to Maria Senatore, Sandy Loreti and Cindy Holjack for chairing the VV holiday boutiques – both were a tremendous success!
- There will be no PTO meeting evening recap this month; it will start again in January
- Some BOE meetings may be changed to Thursday
- The next PTO event is the Soup Supper on January 27<sup>th</sup>

**First Vice President – Lauren Krouk**

The directories have been distributed – contact Lauren if you haven't received one and believe you've paid for membership. There may be some people who paid by check for both directory and BB food sale whose payments aren't showing as "processed" – Sue Ober will be reviewing all of them over the holiday break.

**Second Vice President – Christine Ead**

Christine reminded class parents to ask other parents for help with holiday parties. It was mentioned that a BB cultural arts program on Thursday 12/22 from 9-11:30 may conflict with some parties; Christine said she'd follow up with the office and with class parents.

**Treasurer – Greta Santucci**

In Greta's absence, Michelle reported. Notable income items include BB food sales, membership and gift wrap. Notable expenses include BB food sales, gift wrap as well as expenditures for last year's year-end gifts, including Study Island, the VV outdoor sign and blocks for the Ellison machines. A question was raised about a miscellaneous expense item of \$2,200. Michelle will ask Greta for the answer and will report at next meeting (subsequent to the meeting Greta clarified that the amount is shown as both an income item and an expense item and related to a year-end gift of benches to Valley View – the income and expense items were offset.)

**Recording Secretary – Susan Ober**

The November PTO minutes were done late – around 12/7 but are now on the website. She will do the December minutes during the holiday break so they should be posted by the time school reconvenes.

**Corresponding Secretary – Tiffany Brigante**

Tiffany's been busy sending e-blasts and updating events on the website. A question was raised about VV food sale dates on the website. Michelle explained that it's updated manually; Sue Ober explained that she posted only part of the VV food sale calendar as "events" and that it would be updated over the holiday break. Tiffany said that if people receive PTO e-blasts but not Friday backpack it means the BOE doesn't have their correct email address.

## **Past President – Edie Belcastro**

Please keep up your binder updates!

## **Committee Reports**

**Bayberry Picture Retake** - Wendy Ruta reported that it went very smoothly and that it is particularly helpful for parents to send in notes regarding their child's attire and grooming.

**Scrip** – Wendy Ruta said that the scrip holiday baskets got off to a rough start because of the storms but that a core group of volunteers rallied to wrap 300 packages, most of which were sold at the boutiques. Someone reminded everyone to link to Amazon and other e-vendors from the PTO website for making holiday purchases as this earns PTO revenue.

**Watchung Wear** – Lauren Krouk and Teresa Schaefer reported that the items are available for pickup and there's some inventory left over to sell.

**BB Food Sales** – Sue Ober reported that the 2<sup>nd</sup> session had begun December 1<sup>st</sup> and that the ordering process was much smoother this time around. She thanked Margo Langer for producing customized reports that will help the volunteers. She again mentioned that rather than rescheduling missed food sale dates because of the storms, credits will be given which can be used toward the 3<sup>rd</sup> session orders. She said that credits for missed food sales due to field trips during the 1<sup>st</sup> session had been incorrectly entered into the system and therefore won't offset 2<sup>nd</sup> session orders. This will be fixed and will offset 3<sup>rd</sup> session ordering. She thanked all the volunteers but reported an increased number of people calling last minute to cancel during the holidays. She asked that volunteers use the food sale volunteer list to try and secure substitutes.

**VV Food Sales** – Georgia Glasser-Nehls reported that it's going great! She's busy pulling all of the numbers together. The number of volunteers is capped at 6 per day but people can still sign up for the sub list. Thursdays the 8<sup>th</sup> grade parents will staff snack sales; Lucy Hsueh is coordinating. Michelle explained that the 8<sup>th</sup> grade fundraising goes toward the 8<sup>th</sup> grade graduation party and trip. If enough 8<sup>th</sup> grade parent volunteers for food sales, the PTO provides \$50/each 8<sup>th</sup> grader toward those expenses.

**BB Holiday Boutique** – Christine Ead reported that the event was a tremendous success, with about \$2,000 in profits. She suggested that next year the event be managed by a Committee and that if someone new would step up to chair, she would' co-chair. Christine Listorti said the event is too bit for 2 people to manage and suggested that next year one person oversee volunteers, one oversee vendors, one oversee consignment and one oversee hospitality. They thanked the many volunteers and in particular the "scrip ladies" who lent a hand throughout the event.

**VV Holiday Boutique** – Maria Senatore thanked Cindy Huljack for stepping up to chair the event next year (with Tiffany Brigante as co-chair). She thanked all the volunteers. The net profits were \$1,740, including the 8<sup>th</sup> grade bake sale but excluding scrip. She said the vendors were charged 15% of proceeds and a \$10 fee if a volunteer manned their table.

**Soup Supper** – Doris Fine reported that they'll begin working on it right after the holiday break. She said there will be a few changes: they're looking for someone to donate bread, they're asking people to provide recipes for a cookbook, there will be an 8<sup>th</sup> grade bake sale and they're asking 8<sup>th</sup> grade students to babysit for the younger children: they're considering providing carnival games, etc. Someone suggested having the younger kids play in the gym but Mrs. Nunn wants it all in one room.

**4<sup>th</sup> Grade Parents:** The special events coordinators need to collect pictures for the DVD. Christine Ead will speak with Mrs. Nunn regarding guidelines for taking photos, etc.

**Spring Social** – Doris Fine reported the new theme is “Dazzle in Denim”. The date is 3/16 and they’re still considering several locations, including Colorado Café and Sally Gee’s.

**BB Cultural Arts** – Marianne Tyler reported the next assembly is 12/22 at 9:15 with Chinese acrobats.

**New Business** – Someone suggested the PTO purchase sandwich board-type signs to put in front of the schools to advertise PTO events.

### **Administration Reports**

#### **Superintendent – Dr. Malyska**

- Dr. Malyska thanked everyone for all the PTO does. .
- The most recent BOE meeting included the midyear report on bullying: of 6 reported incidents investigated 3 fell within the state guidelines for bullying (these reports are made public). Dr. Malyska asked that everyone talk to their children about saying things with regard to someone’s race, religion, nationality or sexual orientation as all of these are considered bullying.
- The BOE may hold some meetings on Weds. Nights, but won’t if the PTO wouldn’t be able to hold its recap meeting on the same night.
- The next BOE meeting is 1/10.
- On 1/25 the BOE will hold a private session to review Superintendent applications.
- They will be asking for parent volunteers to help interview candidates.
- The BOE is being asked to create budgets with 0%, 1% and 2% increases (she noted the cost of living adjustment is 3.6%). She said under state law up to a 2% increase doesn’t have to be a public vote, but that Watchung chooses to put its budget to a vote.
- The BB Pre-K program is bringing in money. All of the aides are part-time and therefore no benefit expense. Children need to be age 3 or 4 by 10/1. So far 5 have signed up for next year and have room for 30.

#### **VV Principal – Dr. Resko**

No report – Dr. Resko was sick.

#### **BB Principal – Mrs. Nunn**

No report – Mrs. Nunn was at a conference.

#### **New Business**

The next PTO meeting is 1/10 at 9:30 in the BB APR, with an evening recap in the VV library at 7pm.

The meeting was adjourned at 12:30.

Respectfully Submitted,  
Susan Ober, Recording Secretary