

**MINUTES OF WOODLAND PTO MEETING
WEDNESDAY, SEPTEMBER 21, 2016**

Prior to the regular PTO Meeting, there was New Parent Orientation, which began at 7:04 PM. At the New Parent Orientation, PTO President Danielle Scala:

- Introduced Jeffrey Heaney, Woodland Principal, who spoke briefly about his philosophy of education and schoolwide communications.
- Introduced Christine Rzasa and Anita Brower, two of the Teacher Liaisons to the PTO.
- Provided an overview of the PTO and membership, the forms of support provided by the PTO to the Woodland community; encouraged volunteerism; outlined the forms of communication and sources of information from the PTO and the district through eblasts, teacher websites, the PTO website, the school calendar and Woodland directory; and identified events sponsored by the PTO throughout the school year.
- Outlined various school procedures, including morning drop off and visiting Woodland;
- Introduced School Spirit Day.
- Discussed various fundraising opportunities, such as Artsonia, 1st Day School Supplies and Simply Gourmet.

The New Parent Orientation concluded at 7:27 PM.

PTO AGENDA ITEMS

The PTO meeting was called to order at 7:34 PM by Danielle Scala.

Welcome (Danielle Scala)

Introduced members of the Woodland PTO Executive Board, Mr. Heaney and the Teacher Liaisons.

TEACHER LIAISONS (Danielle Scala/Christine Rzasa/Anita Brower)

Mrs. Rzasa, Mrs. Brower and Mrs. Ronkiewicz are the Teacher Liaisons to the PTO and will communicate information between the teachers and the PTO and attend PTO meetings. Mrs. Brower thanked the PTO for the Back to School Luncheon and the Book Fair.

PTO MEMBERSHIP AND FUND DRIVE (Danielle Scala)

- The suggested donation is \$25 per student and a \$100 donation provides the opportunity to win a Stonehouse Gift Card. The fund drive will close on October 7, 2016.
- Funds raised through the fund drive support arts programs, technology improvements, playground equipment, speakers, and special days among other things.
- The fund drive provides an important way to support the school community.
- PTO membership is mandatory for certain volunteer positions.

DIRECTORY (Danielle Scala)

A directory will be available with distribution anticipated to be in October. Information in the directory is gathered from data inputted into InfoSnap. Natalie Eskeson won the cover art contest.

VOLUNTEER OPPORTUNITIES (Danielle Scala)

- Danielle Scala provided an overview of the opportunities to volunteer throughout the school year, including Homeroom Parent, serving lunch, and volunteering at special events.
- The PTO is using Signup Genius (www.signupgenius.com), an online tool, to solicit volunteers or provide sign-up lists for parties.
- Lauren Wishnia is the Liaison between the PTO Board and Committee Chairs.
- Chairs and/or volunteers are still needed for Parents Night Out, International Day, Science Day and Board of Education representative.

SIMPLY GOURMET (Danielle Scala)

- Joanne Dufek is Chair.
- All ordering is done through the Simply Gourmet website. An order can be changed up to 72 hours in advance.
- Noted that there had been a change to the terms of agreement to include a liability waiver.
- Simply Gourmet is a fundraising event to support the Woodland PTO. Volunteers are needed.

SCHOOL SPIRIT AND SPIRIT CLOTHING (Danielle Scala)

- Abby Alvez and Danielle Rowell are chairs.
- Friday is School Spirit Day and students are encouraged to wear Woodland wear or maroon colored clothing.
- Woodland School Spirit items include socks, umbrellas, shorts and shirts.

PTO SPONSORED AFTER SCHOOL PROGRAMS (Danielle Scala/Tanya McAusland)

The PTO sponsored After School Programs (as distinguished from teacher supervised programs) are Bricks4Kidz and the On the Court X-Perience basketball clinic. It is anticipated that there may be a Tae Kwon Do after school program as well. These programs are fundraisers to support the activities of the Woodland PTO. Additional information is available on the PTO website.

CULTURAL ARTS (Rosa Krause)

The PTO funds and coordinates the offering of various programs, assemblies and multicultural events at Woodland. On November 2, there will be an assembly featuring a President Lincoln impersonator. Other possible program themes are being explored.

BOOK FAIR (Danielle Scala)

Lauren Wishnia is Chair. The Book Fair was September 15-17, 2016. \$8651.18 was earned in scholastic bucks as a result of the book fair. Scholastic fundraisers benefit classrooms and the library.

BOX TOPS (Danielle Scala/Rosa Krause)

Rosa Krause advised that Woodland earned \$1100 in box tops in 2015.

UPCOMING EVENTS (Danielle Scala)

- Trunk or Treat is Friday, October 28. Rosa Krause is Chair.
- Information on upcoming events may be found on the PTO website.

PRINCIPAL'S REPORT (Mr. Heaney)

Mr. Heaney addressed the importance of the home-school partnership and encouraged parents to support the PTO financially and through volunteerism. He provided an overview of the 2016-2017 school year, which include(d):

- First week of school pep rally.
- An update on 2016 PARCC test results and their anticipated date of release.
- Efforts to promote and recognize good character and citizenship, including the schoolwide theme of leadership and Mrs. Langworthy's program promoting mindfulness.
- An overview of grade level access to technology.
- Upcoming events.

He reviewed important policies and procedures related to: the role and guidelines for volunteering in school; drop off and pick up procedures, the new recess guidelines, the Family Educational Rights and Privacy Act (FERPA); and Harassment, Intimidation and Bullying (HIB) regulations.

EXPRESSIONS OF APPRECIATION AND THANK YOU (Danielle Scala)

Appreciation and acknowledgement were given to Lauren Wishnia and all the volunteers who worked on the Book Fair and Rosa Krause and other volunteers for organizing the Back to School Luncheon.

APPROVAL OF MAY 10, 2016 MINUTES (Danielle Scala)

On a motion by Karen Madura and seconded by Joanne Dufek, the membership approved the minutes of the May 10, 2016 Woodland PTO Meeting.

Danielle Scala announced that PTO meetings would be bimonthly and the next meeting would be in November.

The meeting adjourned at 8:36 PM.