

Ryerson Executive Board Meeting Minutes

December 13th, 2021 @ 6pm

1. Welcome

2. Reports:

- a. Principal: Two successful toy drives- outpouring is overwhelming. Also collecting hats and mittens for MYFS. This will be an assembly to promote all of the donations with a reading of The Mitten and the Unified Sports Team will be part of this. Encore from the HS came 12/10 to sing. Friday 12/17 is the first trimester for report cards. Lost and found is huge right now, parents should check it out as it will be donated to Good Will over winter break.
- b. Treasurer
 - i. Budget Updates: Currently at 13,627.45 with income and paying out for activities, staff appreciation, and miscellaneous items.

3. Administrative:

- a. Staff Holiday Luncheon
 - i. Wednesday, December 15th: Plan to set up at 10:45 for teachers
- b. Student Holiday Gift and Craft:
 - i. 284 students
 - ii. Hot cocoa and Candy Cane goodie bags: being sent with kids for winter break as a little extra treat
 - iii. Coffee filter snowflake project: will be optional for the teachers to send home as HW or complete at home. Will drop off filters for the school on 12/15
<https://onelittleproject.com/coffee-filter-snowflakes/>
- c. Winter Workshops
 - i. Filled completely in under 24 hours
 - ii. Lessons Learned from Sign-Up Process
 - iii. Legos? Are they needed or do we need to provide those? Mrs. Spooner will check on this... update- the school has enough legos to provide for the activity.

- iv. Pick-Up Procedure? Communicate teacher/course/student roster provided by PTO. Teacher will facilitate sign out at pick up. Will hopefully use the exterior door to each activity to facilitate a distanced and organized pick up procedure.
- v. Is there anything the PTO can do to help during the Workshops? Not needed at this time.
- d. Kindness Bingo
 - i. January 3 Last day to submit Boards at Scranton Library: area set up at the public library
- e. Nurse coverage for events - policy clarification
 - i. Which events will require coverage: BOE policy 1330 supports the need to have a nurse on site when there is an event with children and no parent present to make medical decisions- a nurse should be part of the activity plan.
- f. Mitten/Hat Drive to benefit MYFS runs through Friday, 12/17: collected in classrooms
- g. Coke Rewards Program
 - i. <https://us.coca-cola.com/give/school-profile/?institutionid=169620>
 - ii. Similar to Box Tops - codes can be found on bottle caps and in can sleeves/boxes
 - iii. We could run collection drives - PTO could enter codes
 - iv. Parents would collect caps or cut from the sleeves/ boxes and send them to school for collection.

4. Upcoming Events:

- a. Scholastic Book Fair
 - i. Listed on MPS calendar as 4/26 - 4/29 - was this scheduled by school?
 - ii. PTO had a date of 3/14 - 3/18 on hold - should we cancel? Try to switch to April dates for warmer weather, lighter later at night, making a family night possibly and maybe outside under the canopy.
- b. Talent Show
 - i. Potential Dates: 5/7, 5/14, or 5/21
 - 1. Looking into rain date policy
 - ii. Town Green or Salt Meadow for trailer stage
 - 1. No Fridays on Green due to Farmer's Market
 - iii. \$520 to rent stage from Beach and Rec for 4 hours
 - 1. Email out to Beach and Rec Commission for reduced price due to the fact that money goes directly back to the school.

- 2. Would also require insurance addendum (Town requires \$1M coverage)
 - iv. AV System provided by school
 - v. 2nd option - no stage and utilize blacktop at a school
 - vi. Outdoor Rehearsals
 - vii. Committee? Create a parent committee directly after the holidays to plan and run this event.
- c. Give to Grow
 - i. June 3rd @ Surf Club
 - ii. Divide Roles and form parent volunteer committees: multiple committees needed and PTO members to help supervise subcommittees.
 - 1. Decorations
 - 2. Raffles
 - 3. Artwork Liaisons
 - 4. Catering/Bartending/Facility
 - 5. Music - AV system being borrowed so really just playlist
 - 6. Ticket Sales - SUG?

5. New Business:

- a. Spring MCM Fundraiser - Butterbraids and Cake Rolls
 - i. Potential Dates for order collection: 3/1 - 3/15
 - 1. Submit Order on 3/22
 - 2. Order Delivered on 4/6 - this can be adjusted to best fit school schedule: deliver before 3pm.
- b. Spirit Wear - Round 2
 - i. There has been interest expressed by the school community: utilize the website ordering system from Guilford Sporting Goods- Can we make the website option open ended for ongoing ordering? Obtain a discount code for teachers to use in their online ordering.
- c. Family Fun Activities: also a good way to get parents involved and engaged in the school community- date, flyer, group rates if available etc... communicated through PTO
 - i. First Day Hike at Chatfield Hollow, Dining Night Out, Family Hike Days throughout the winter, Family Picnic, Bikes @ Pump Track, Yard Goats, Tubing

Night, Family Night at Quassy or Lake Compounce, Mini Golf in old Saybrook, Movie Night, Bowling Night, Parents Paint Night, etc take suggestions from parents too on other activities

- ii. Would ask for parent volunteers to sign up as organizers
 - iii. Would be weekend, off campus events with participation being optional
 - iv. Introduce these activities into January after holiday rush
- d. Spring Specials (like Winter Workshops)
- i. If outdoor - parent run ok? Tents would be available, weather permitting- teachers could still facilitate and yes- as of now parents would be able to run the event if outside- masked
 - ii. Friendship bracelets, Art Club, Fairy House Club, Basketball, Playground Games, Kickball, Dance, Yoga, Running, Chess, Coolology, Stories and Crafts, Nature Walks, Musical Theater, Soccer, Musical Instruments, etc.
- e. Square One Art Fundraiser: carry over to January
- f. Restaurant Night Fundraiser: carry over to January
- g. In house experiences for students have been interactive and engaging- upcoming we have Grade 3: three branches of govt and Grade 2: coolology and states of matter
- h. Questions regarding the collection of money by school and room parents:
- i. Typically room parents collect monetary donations from families/ parent questions around Grade 1 teachers' request for supplies from parents- this has been clarified that the school does not ask for these.
 - ii. Bring over to January to create a policy that clarifies the PTO policy on asking for donating/ collecting money from parents for supplies vs. gifts. View is that the PTO is not asking for money to buy crafts and school supplies- that should come from dues.
- i. Questions regarding visitor guidelines due to other events at other schools- Ryerson is following district protocol for outside visitors at this time.
- j. Question regarding a 3rd grade leadership team: There are leadership opportunities available for 3rd graders focused around school/community events. Third graders have the opportunity to sign up for the events that they are interested in helping with to encourage a lot of student involvement.