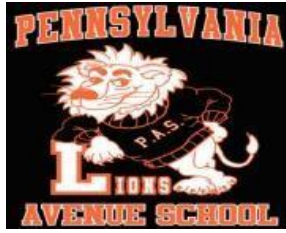


Pennsylvania Avenue School 27 PTO Meetings 2021-2022



- ❖ **Date:** November 10, 2021
- ❖ **Meeting Called to Order by:** (P) Johanna Tapia, President,
- ❖ **Executive Members in Attendance:** (P) Johanna Tapia, Gaudy Szpond, Tricia Arredondo, Gerry Palmeri, Pablo Tapia, JoyAnne Barrett, Mrs. Clyne, Mr. Leusen, Principal.
- ❖ **Pledge of Allegiance:** (All)
- ❖ **Approval of Minutes from Prior Meeting:** (RS)
 - 1st Motion to Approve: Yes
 - 2nd Motion to Approve: Yes
- ❖ **Treasurer's Statements:** (Gerry Palmeri, Treasurer)
 - **-PTO balance:** \$23,052
 - **-PTO Goals:** \$22,621
 - There are a lot of funds that just came in that I have not had a chance to enter the finances in yet. They include: Color Run, Spirit Wear, 5th Grade Pumpkins and Book Fair
- ❖ **Reading of Communications:** (JoyAnne Barrett, Recording Secretary)
 - There have been some cards sent in from our teachers thanking the PTO for "the wonderful books from the Book Fair & to keep up the good work."
 - Links for memberships and current events will be listed below at bottom of minutes.

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

❖ New Dates to Remember: (VP)

- Nov 10- Clothes by the Pound drop off clothes
- Nov 11- Clothes by the Pound pick up
- Nov 12- Veterans Day Celebration Wear Red, White & Blue Day
- Nov 15- Ciro's Restaurant night
- Nov 24- Pie fundraiser pick up at Schieferstein Farm in Clark
- Nov 24- Wear School Spirit Day
- Unfortunately, we will not be able to hold our Duct Tape the Principal Fundraiser this year due to covid, hopefully next year things will change.
- Dec 6-10- Parent Teacher Conference
- Dec 6- Ciro's Restaurant night
- Dec 7 & 8- Holiday Shoppe during school hours for students
- Dec 7- Holiday Shoppe for families shopping at night
- Dec 17- Family Fun Night 6:30-8:30 on Zoom

❖ PTO Meeting dates - (VP)

- Wednesday, December 8th @ 6:30PM

❖ Comments from the President: (P)

- Thank you to Mr. Leusen for allowing the student to dress on Halloween, we have received many positive remarks from parents and teachers who enjoyed the festivities.
- Thank you so much for everyone's participation in this year's Trunk o Treat. It was a great turn out despite the rescheduling due to weather change. The committee did an amazing job, the hayride was a great success and hopefully it can become a new tradition at Penn Ave.

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

❖ Comments from the President (cont.): (P)

- This year had some amazing trunks, everyone went above and beyond in making the event memorable for the students. Congratulations to this year's trunk winner- the Vazquez's family portrayal of Disney's Luca was phenomenal.
- In November we have several events and we hope everyone can continue to support the PTO.

I would like to encourage everyone to use the PTO website as well as the School Website. Please also consider following the PTO Facebook page, Instagram, and Twitter account to stay up to date.

Thank you!

❖ Recording Secretary Joy Barrett to The Chairs & Floor: (RS)

- Reminder #1 : To all chairs, please give all fundraisings, chair and event information as well as send all flyers, electronic notices, letters and public/school related posts to our Vice President, Tricia Arredondo, at pennave27vp@gmail.com and she along with the Recording Secretary will review prior to final approval by Mr. Leusen.
- Reminder #2: When it's your turn to speak please state your name each time even if I know you, as well as try to limit your notices, questions and concerns to 1-2 minutes. If need be, you can always directly email the Executive PTO Board or Principal Leusen with a private concern or to speak further. We would like to try to keep these meetings as short as possible and this will help to ensure this.
- .

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

❖ Chairpersons Reports/updates : (LIMIT TO UNDER 2 (TWO) MINUTES.):

- BookFair : Bookfair did wonderfully this year and had a total sale of \$6,071. We'll receive 25% of the profit from this sale but will find out once we've received everything. We have distributed all of the books to the teachers with our Scholastic bucks and they were very pleased with their new additions. I'd like to give thanks to all my volunteers that came in to assist me to either set up the book fair, assist with the book fair or disassemble the book fair. You were a great help. (Vanessa)
- Spiritwear : Spiritwear brought in \$426.00 previously from Open House Sales and brought in \$372.75 from our Fall Spirit Wear Sale. That's a total of \$798.75 brought in by Spirit Wear all together for this quarter. All orders will be shipped to the school sometime this month. The vendor has almost completed making the orders and they will be going home with students as soon as they come in. (Joy)
- Restaurant Nights: Ciro's brought in \$100 from the past two months in fundraising through them and we will continue to be reserved for two Mondays a month at Ciro's going forward. We did very well switching it up on Thursday's for our Restaurant Night's at Jon Smith's Subs, selling out their bread supply for the evening and making \$176 (Dates listed above in New Dates to Remember.) (Tricia)
- Trunk or Treat- Had a record number of trunks decorated at 28. What an awesome accomplishment especially after having to reschedule.
Thanks Trunk or Treat committee Karen, Joe Gleason, Jamil and Michelle Sutton and Jen and Marvin Davenport.

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

❖ Chairpersons Reports/updates : (LIMIT TO UNDER 2 (TWO) MINUTES.):

- Trunk or Treat (cont.)- Also wanted to give a special thanks to the night Janitor for staying after work unexpectedly to have the bathrooms open. Also a special thanks to Pat Kenny who implemented the hayride, road closure and lights for the event. Finally a special thanks to Joy for organizing with the town and Tricia for bugging me enough to get the hayride which was a HUGE success and lots of fun. What a great event which was virtually free this year. (Gerry)
- Shiefersient Farm Pie Fundraiser- 81 pies, \$1296 received, \$972 to the farm, \$324 profit. P/U at the Farm on the 24th. Need banner. (Lilliana)
- 5th coordinator: Pumpkin Fundraiser was successful, 187 kits were sold, the 5th grade class made a profit of \$533.40. The winner of the pumpkin decoration was selected by the 5th grade teachers and the winner of a \$20 Gift Card to Ciro's Pizzeria was Jasnoor Kaur from Ms. O'Brien's kindergarten class. The gift card was delivered to the student -Congratulation & Thank you to every one that supported this fundraiser.
For November- the 5th grade committee will be doing a "Friend-Gram" fundraiser which Dawn Gordon will be heading .(Johanna & Unnati)
- Amazon Smile: Our Amazon Smile Program has brought in \$118.74 since August for eligible purchases for that Quarter and \$28.32 since November so far. I would like to remind and encourage everyone this holiday shopping season to shop via Amazon Smile for any Amazon purchases. AmazonSmile will donate 0.5% of all eligible purchases to our charity PTO just by shopping and setting up is easy by enabling it on your Amazon app. Thank you. (Joy)

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

❖ Chairpersons Reports/updates (cont.): (LIMIT TO UNDER 2 (TWO) MINUTES.):

- Do Any Other Chairs Need To Report Anything?
- Clothes by the Pound: is dropping off any time on the 10th & Picking up on Nov 11 at 11am. Drop off can be any time until the truck arrives at 11am. (Liliana)
- Multicultural Night- is it even going to be an option? Joy - It is tentative for Feb or May, actual date TBD. Leusen- I think it is wiser for us to do it in the spring. Chantle- We need at least two months' notice to give Firehouse the dates and get everything ready. Leusen- Now with our BOE and school focusing on diversity and equity we can tie in with the township. I would definitely wait till spring. Chantle- Okay then we'll bring this up again in February. Gerry- are other places options? Chantle- not free ones. Tricia-one other option was a trunk or treat type car outdoor multicultural option but it's really iffy. If we had to do it, we could try but would prefer the Firehouse. L- Yea, we'll definitely wait for spring for options.

❖ New Business/Old Business: (LIMIT TO UNDER 2 (TWO) MINUTES.)(Recording Secretary)

- A PTO Meeting Procedures sheet has been printed & handed out to the floor and will also be available for viewing on our PTO Website to help explain the flow and proper etiquette of PTO meetings, voting in the meetings and 2nding a motion, etc. This follows basic parliamentary rules of law regarding the PTO and meeting guidelines using Robert's Rules of Order. We have always followed these guidelines and they are set forth in our Bylaws, however this Procedure sheet helps explain the process to help clear up any confusion.

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

❖ **New Business/Old Business: (LIMIT TO UNDER 2 (TWO) MINUTES.)**(Recording Secretary)

- A by-law amendment was submitted and the Executive Board would like to therefore put it up for a vote to the floor. I would like to make a motion for an amendment to be heard and voted on, will anyone 2nd this motion? Answer: Tricia has 2ndd
- The proposal is : **No officer of the Executive Board shall serve as the sole committee chair or accept additional voted positions. Only after the November PTO meeting can the Executive Board fill any vacant committees? (Refer to Article 3, Section 4 for exceptions.)**
- Does anyone 2nd this motion(proposal)? Tricia 2nded
- (*If it has been 2nd'd then it can be shortly discussed & will go to the floor for a vote*)
- Payal wants to discuss- after 2nd pto meeting no one shows up or spot are not filled
- Gerry- it is the job of the executive board to fill the job.
- Michelle Pires- typically, what are we gonna bar the most involved ppl? most ppl dont show up anyway? These are all the things we need to think about, ok?
- Leusen- why can't we say the October meeting?
- **Floor 2nd'd to change amendment from November to October*****
- Michelle Sutton- i don't even understand the point?
- Was there a reason this came about?
- Joy - there was an email for an amendment vote request sent to the Executive Board.
- Chantle- we need to give kindergarten, 1st and 2nd grade parents an opportunity for involvement for those that have missed chances to sign up.
- Leusen- I agree, giving the opportunity at kindergarten level .
-
-

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

❖ New Business/Old Business: (LIMIT TO UNDER 2 (TWO) MINUTES.)(Recording Secretary)

- Christine Rowen- My Henry is in first grade and we missed a lot from covid, no orientation, so we couldn't get all the info. Now to the first graders, this would help get more involved.
- Ray - (kindergarten father) I was unaware of all the committee and information about PTO because the day of orientation I was too preoccupied with gathering all the information for my son
- Gerry - I think this is in favor of the amendment.
- Michelle pires- it's opened but when would this take effect? & if it goes into effect now how would it be advertised? Would there be an additional vote?
- G- the process wouldn't change now, there's no committee's where there's sole chairs,
- Liliana- could we also do a mid year recruitment like we did with orientation or open house?
- Payal- this year wouldn't work because of covid and limited volunteer #. But that's really a good idea for the future.
- Chantle- but we could always use more ppl.
- Leusen- Next year I hope to God, I'm praying we can have food again. I love this dialogue and we're all here as a team, every decision is for the kids.
- Gerry- This will only affect a few committee's because the majority of committee have 2 chairs
- Michelle P- like a historian is one person, and pictures start as of September will they not be able to do this job until the 2nd meeting?
- Gerry- No, if there is no one heading the committee than an Executive Board member will do it until the position is filled (if it is filled) the positions will be headed by someone
- Michelle S- so are we going to do the same and vote in June or sept?

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

❖ New Business/Old Business: (LIMIT TO UNDER 2 (TWO) MINUTES.)(Recording Secretary)

- Gerry- The vote will continue to be in June and the position will go into effect as of Sept
- Joy- In SJV the day of orientation there is a table with information and a recruitment for the incoming Kindergarten class at which time parents can be informed and possibly recruited for the new year
- Johanna- Thats a great idea, we need to implement this idea for our income Kindergarten parents
- Tricia-voting actually starts in may.
- Payal- it gets murky, if I run for Executive Board and family fun. So what then? Do I now have to take my name off?
- Gerry- If you WON and accept an Executive Board seat then you would have to remove yourself from the Family Fun Night chair and leave that as an open position since you would've been the sole chairperson of Family Fun Night.
- Johanna- Do we want to put this to a vote?
- All in Favor: 12 in favor
- All Opposed: no opposed
- Outcome: this motion has been passed. (**with changing wordage, for October instead of November.**)

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

❖ New Business/Old Business: (LIMIT TO UNDER 2 (TWO) MINUTES.)(Recording Secretary)

- There was also a motion at the last meeting to remove the lead parent role. Since this role is in the by-laws it cannot be voted for instant removal. We will follow proper procedures to have this and one other amendments made to the by-laws for June:

(This is a summary)

1. Elimination of the Lead Parent role. Additional notes will be added regarding handling of the duties in the event there is no representation of all grades at the pto meetings.
 2. Official steps to make By-Law Amendments.
- That should be it for our new/old business, Mr. Leusen, I believe the floor is yours.

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

❖ Principal's Comments: Mr. Thomas Leusen, Principal:

- I'd like to acknowledge Nurse Klyne, she just came from a clinic. Thank you for your time.
- The Book Fair was excellent. Thank you so much, this was our first in school normal for this year since Covid. I know it's a lot of work, so thank you.
- The Trunk or Treat, thank you for the hayride. It was very family oriented and the DJ was fantastic, as always the event was great. Just like the Color Run, I really enjoyed it.
- I hope everyone had a relaxing fall break. I knew I was ready to come back.
- A couple upcoming things:
- 12th is the veterans day celebration, not outside since it will be raining, we'll have a modified clap out with american flags patriotic music with Mr. White our Veteran. We've got over 300 cards & we'll have everyone wear red, white and blue.
- Next week is American Education Week. Week after actually. Will share news for that.
- Nov 16 marking period ends no report cards for mp 1.
- The 24th is a half day, school spirit day. Unfortunately it's super hard to stay up for duct tape the principal fundraiser but I'll do it in the spring. I'm a big tradition guy, you have my word. You'll get your chance.
- The 30th is picture makeup day
- Parent teacher conferences 6th-10th and tues and thurs evenings
- Lions reading challenge is up and running. Dunk Tank in June is a reading challenge requirement.
- That about sums it up for me.

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

- ❖ **Concerns from other Committee Chairs:** (If not urgent, please speak with the Executive Board separately.) **(IF SPEAKING LIMIT TO UNDER 2 (TWO) MINUTES.) Please ANNOUNCE YOUR NAME PRIOR TO YOUR QUESTION/COMMENT.** (RS)

- Michelle p - water issue where does the school stand on it?
- L- water filling station is allowed no sipping from station though.
- Michelle- are they filtered for this issue?
- L- I don't know. That is a district question. My recommendation is to send your child with bottled water. The filter is changed out by the district. I have a principals meeting next week. Maybe it could come up.
- Chantle L.- Maybe the grade parents could send in letters to parents to supply bottled water?
- Leusen - you could but I think that would go quickly.
- Tricia- have you heard about a possible playground?
- Leusen- its something i can ask about
- Tricia- have we heard about the sign?
- Johanna- we have an idea but it's still in process
- Joy- If the company offering to sponsor the sign is or isn't interested anymore that's fine either way since we have the funds, we just need to know the details of the companies vetted and get this moving along.
- Gaudy- they're working on it!
- Chantle L.- Can we have teachers at the door with disposable masks?
- Leusen- I will talk with my staff and no one will be sent away.
- Gerry- the bylaw amendment will go into effect next year

- ❖ **Final Comments from the Presidents:** (P)

- Thank you for attending. I think that will be it, want to call this meeting, Joy?

Adjourn Meeting: Time Called: 7:49 **PM** by Joy Barrett, Recording Secretary

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

LINKS

Penn Ave Facebook Link:

<https://www.facebook.com/PennAve27PTO>

Penn Ave PTO Website Link:

<https://pennave27pto.wixsite.com/pennave27pto>

Link for Membership:

<https://pennave27pto.wixsite.com/pennave27pto/pto-membership>

Link for Meeting Minutes:

<https://pennave27pto.wixsite.com/pennave27pto/pto-meeting-minutes>

Link for Flyers:

<https://pennave27pto.wixsite.com/pennave27pto/flyers>

Link to View By-Laws 2021 (Can also go directly to PS27 School Website & view under Documents>PTO.):

<https://www.woodbridge.k12.nj.us/o/pennave27/browse/138165>

Pennsylvania Avenue School 27 PTO Meetings 2021-2022

Members in Attendance:

PTO Attendance Sheet				
Meeting Date: 11/10/21				
Name	Child's Name	Grade	Email	Phone Number
Liliana Correia-Marques	Gianna Marques	2	lilie710@hotmail.com	908-425-5428
Michelle Sutton	Robert & Rylan Sutton	3/5	MichelleSutton18@Comcast.net	347-219-9783
Jayal Patel	Krish Patel	3	Jayal981@gmail.com	732-762-4286
Christine Rawson	Henry Rawson	1	chrisrwdp@aol.com	732-207-0987
Chantle Leemann	Chloe Mayna Riley	4,4,2	Chantle@comcast.net	732-877-8213
Stephanie Fernandes	Sophia F	5	StephM100@yahoo.com	908-943-3301
Ray Madara	Amelia Madara	K	raymadara@gmail.com	732-754-7498
Melody Jankowski	Alexandra Jankowski	2	MJankowski198@yahoo.com	908-494-5600
Michelle Pires	Veronica Pires	4	mmpires@comcast.net	732-669-7488
Martina Nunez	Angien	5	Sofia G34@yahoo.com	