

**Middlebrook Elementary School PTA  
Membership Meeting - September 11, 2017  
Middlebrook Elementary School Media Center**

Middlebrook Elementary School PTA convened in the Middlebrook Elementary School Media Center for a regular meeting on Monday, September 11, 2017. In attendance: Ruth Fontilla, Patricia Frillici, Amy Lehaney, Ron Mason, Kris Saccone, Cathleen Sullivan, Jessica Eaton, Melissa Lehmann, Erika Eng, Lisa Cook, Lisa Gruttadauria, Robin Parent, Melanie Flavin, Sharyn Clark, Sarah Schlechtweg, Christina DeSanctis, Ana Lopez, M.Pamela Smith, Nina Massaria, Sheila Marini, Shelly Alvarado, Traci Galla, Dave Galla and Marek Wojenski.

**I - Call to order and Pledge of Allegiance**

The meeting was called to order at 7:17 p.m., by PTA President, Ruth Fontilla.

**II - President's Report**

Introductions were made by the membership present.

Mrs. Fontilla polled membership for best practices for meeting standards and the following were established: ELMO (*Enough on that for now, Let's Move On*) will be used as a time-management tool. "One Voice" will be in effect, to actively listen to the speaker without sidebar discussions. Comments are to be kept positive and solution-driven. Cell phone calls are to be taken outside.

PTA Mission ("To make every child's potential a reality by engaging and empowering families and communities to advocate for all children.") was stated.

PTA meeting membership attendance was discussed. A survey will go out to poll membership on convenient meeting times and places in order to promote attendance. A platform for live-streaming meetings will be revisited after a discussion with the Media Specialist.

Guest speakers for meetings was tabled for October 23, 2017 meeting.

Clean-up is needed for the front garden flowerbed. Ana Lopez will coordinate the clean-up. Father's Club, Boy Scouts and Girl Scouts will look into assisting. Date suggested: Friday, September 15th, after school and Saturday, September 16th after 10:00am. Bring gardening tools.

**III - Principal's Report**

Mrs. Frillici reported on the events of school opening. The start for students once in school was smooth. She was pleased at the calmness (buses and cafeteria aside) and readiness of the students, especially the Kindergarteners.

A PBIS (Positive Behavior Incentive System) assembly for the students was explained, as was the use of PAWS (Promise to Act responsibly, Work with heart and Show respect). PAWS tickets are given to students throughout the school for positive behavior. PAWS ticket goals are decided at the class level and school level and lead to reward building moments. Problem

solving and positive citizenship, along with resiliency and perseverance are promoted for the school years and beyond.

Mrs. Frillici thanked everyone, as she was pleased to the start of the school year.

#### **IV - Teacher's Report**

Mrs. Marini piggy-backed Mrs. Frillici's comments about PBIS as a common goal.

The PTA was thanked for the folders, wellness supplies (wipes, paper towels, tissues) and support provided for the students. Mrs. Marini also thanked the PTA for the back to school faculty luncheon.

#### **V - Treasurer's Report**

A copy of the 2017-18 budget was passed out to membership by Mr. Mason. A motion to approve the budget as presented was made by Dave Galla. Motion seconded by Kris Saccone. All in attendance approved.

#### **VI - Vice-President's Report**

Mrs. Lehaney reported that PTA membership is at 180 families.

Mrs. Saccone reported that Bingo is scheduled for Friday, October 13, 2017.

#### **VII - Committee Reports**

Father's Club- Dave Galla. The first meeting of the Father's Club will be held on September 12, 2017 at 7:30pm in the Middlebrook Media Center. Events for the year include: Movie nights, Halloween party and Beach party. The Halloween party is scheduled for Friday, October 27, 2017 from 6pm-9pm. Set up begins at 3pm. Volunteers are needed.

The annual Pumpkin Classic 5k is scheduled for Sunday, October 22, 2017. The event is sponsored by and benefits several groups in town including the Trumbull PTSA. The Trumbull PTSA Council supports and advocates for our local PTA teams, providing school events and funding, such as author's week and TAY (Trumbull Arts for Youth).

Fundraising- Kris Saccone. The Fundraising committee needs volunteers. Surveys went out in June to dictate 2017-18 fundraisers.

Mixed Bags are coming out this week.

Holiday Boutique was discussed. A Chair or Co-chairs are needed. The fundraising committee will set up a meeting within the next two weeks to find a Holiday Boutique subcommittee.

Box Tops/ Shopping Rewards- Ruth Fontilla. Box Top sheets are currently being collected. Stop & Shop rewards program has been rolled out.

Room Parent Coordinators- Ruth Fontilla. Gracie Sassano and Lori Lewis are working with teachers directly to see if they need one or two room parents. Each classroom already has one assigned room parent. Room parent notifications will go out shortly.

School Photos- Ruth Fontilla. School photos are set for Thursday, September 14, 2017.

ASE (After School Enrichment)- Shelly Alvarado. Enrollment is open. ASE classes will be offered to Kindergarten in the Winter/Spring session.

Yearbook- Kris Saccone. Yearbook committee needs volunteers. Yearbook discussion tabled until new photography system is in place.

Newsletter- Melanie Flavin. Newsletter discussion tabled until new photography system is in place.

International Festival- Melanie Flavin. Cultural Diversity Committee will set up a meeting in October with Principal Frillici and teachers to discuss a week long event of international education, leading up to the International Festival.

BOE (Board of Education)- Traci Galla. The Board of Ed meets the 1st and 3rd Tuesday of each month. All are encouraged to attend. Meetings may also be viewed at on [trumbullps.tv](http://trumbullps.tv). Reports will be brought back to the PTA.

Open Committees- Ruth Fontilla. The following committee chairs are open: Holiday Boutique (2-3), Junior Achievement, Nominations, School Enhancements, Teacher Appreciation (2-3), Wellness/ Kids' Marathon.

### **VIII - New Business**

Mrs. Fontilla reported the next PTA meeting will be Monday, October 23, 2017 at 7:15pm at the Middlebrook Media Center.

Mr. Mason reported vouchers for reimbursement for PTA expenditures can be left in the PTA mail slot in the office or handed to Ruth Fontilla in person. Checks will be issued by Middlebrook PTA and run twice a week (times may be subject to change).

Meeting adjourned at 9:10 p.m.