



SHEPAUG VALLEY SCHOOL PTO

Join us in linking parents, guardians and educators together to enhance student activities, clubs, events.

Email: info@svspto.org

Website: www.svspto.org

Facebook: [@shepaugvalleyschoolpto](https://www.facebook.com/shepaugvalleyschoolpto)

SVS PTO Meeting Minutes - Monday, September 11, 2017 - Room A3

Call to Order

The SVS PTO meeting was called to order at 6:00 on Monday, September 11, 2017 by SVS PTO Chairman Paula Conway in Room A3.

Board Members Present

Michelle Frankland, Julie King, Daphne Parker.

SVS Parents/Guardians Present

Lynne Cornwall, Megan Hodges, Lisa Iacono, Kimberly Kisling, Tammy Marquis, Angie Matthis, Nicole McCauley, Jenn Pote, Ann Marie Sarbello, Linda Schneider, Tricia Stinson.

SVS Educator(s) Present

The SVS PTO thanks Marianne Maher for assistance in setting up the tech required for the meeting. Before leaving the room, Ms Maher requested and received approval to make a brief statement of appreciation to all in attendance.

Approval of Previous Minutes

Minutes from the last meeting of the SVS PTO in the 2016/17 school year were approved as written by those in attendance.

SVS Principal's Report

No report

R12 BOE Representative Report - Jenn Pote

BOE meeting being held this evening in the library. No further updates on the AgStem program at this time. SVS PTO invited to submit requests to Jennifer Pote for topics they'd like to see covered at the next PTO meeting.

SVS PTO Agenda

1. **Introductions**

New members of the SVS PTO as well as all parents/guardians in attendance. Members in attendance represented students from the towns of Bridgewater, New Milford, Roxbury, Washington, Watertown, Woodbury.

2. **SVS PTO Mission and Initiatives - Julie King**

Julie King presented the mission of the SVS PTO and three key initiatives the board will undertake to achieve it. Mission statement and key initiatives available on the homepage of SVS PTO website at svspto.org.

3. **SVS PTO By-Laws - Paula Conway**

Updated by-laws for the SVS PTO were submitted for review and approval. By-Laws approved as is by all in attendance and will be posted on www.svspto.org and in the SVS PTO documents binder available in the main office of SVS.

4. **SVS PTO Budget and Review of 2017/18 Fundraisers - Michelle Frankland**

SVS PTO Budget for the 2017/18 school year was submitted for review and approval. Expenses shown are based on the 2016/17 actuals provided by the previous board. Revenue reflects planned fundraisers with projected revenue and expenses tied to each. The board noted planned SVS PTO fundraisers include those that have worked in the past in combination with new initiatives and advised of the plan to formalize requests for funds via a "Grant Request Form." Budget was approved by all in attendance and will be posted on www.svspto.org and in the SVS PTO documents binder available in the main office of SVS.

5. **SVS PTO New Business - SVS PTO Board**

a. **SVS PTO Website and Facebook Page**

Attendees were guided through the new website - www.svspto.org and invited to connect with the PTO via the Facebook page. Both are initiatives designed to link parents, guardians and educators together to enhance opportunities for our students.

b. **SVS PTO Digital Business Directory**

Attendees were introduced to the SVS Digital Business Directory on www.svspto.org, an initiative to connect the SVS community to the parent/guardian/alumni owned resources available in our community.

c. **SVS PTO Shepaug Proud Parent Store**

Attendees were shown concepts for the Shepaug Proud fundraiser with apparel, chairs and bumper stickers to be made available for parents, guardians and educators to display their pride in SVS. It was noted that these items will be offered in adult sizes with logo designs that will differentiate them from the items offered in the school and team stores and that items would be produced to order. Attendees gravitated towards 1) six

panel hat 2) blanket 3) chair 4) anorak/pullovers and suggested adding a coffee mug and golf umbrella. Attendees agreed it would be ideal to offer seasonal items for sale once per semester and asked that Fall items be available for delivery in mid-October.

d. SVS Grant Request - Digital Marketing Class/Video Club

Attendees were made aware of a request for \$1,000 to help defray the cost of a trip for 24 students to visit Fenway Park and participate in a behind-the-scenes tour of video operations. Attendees discussed the merits of supporting the initiative but noted the challenges in fulfilling unplanned requests so early in the year. In addition, attendees 1) reinforced the importance of student or club initiated fundraising. Examples included - the French Club fundraiser for their Trip to Quebec; Model UN Club fundraisers for their trip to Model UN at Harvard 2) suggested all requests be submitted a minimum of 6 weeks prior to the event to ensure the PTO has time to evaluate and/or make recommendations on how to secure funding 3) recommended all grant recipients be asked to submit a post event report. Discussion concluded with a motion to approve \$10 per student for up to 24 students or a total of \$240 to support this trip. Motion was approved by all in attendance.

e. SVS Basketball Concessions – Request for Volunteers

Attendees were made aware of a request for a parent volunteer to manage concessions at the SVS Girls Varsity home games. Interested volunteers are asked to contact Linda Schneider at hikoryhook@aol.com

6. Other Suggestions - All

- a. A request was made for attendees to have the opportunity to learn more about SVS Educators and the work they're doing SVS students.
- b. Attendees suggested the PTO Board introduce themselves at the upcoming Open House and have a table at all events to promote the work of the PTO.
- c. The PTO Board requested assistance from attendees in encouraging SVS parents and guardians to "contact us" via the website or email to info@svspto.org.

7. Announcements - SVS PTO Board

- a. Upcoming open house on 9/19 at 7PM
- b. 6th Grade Social, 9/29 at 2:30
- c. Next PTO Meeting, 10/2 at 6PM
- d. Homecoming 10/12 & 10/14
- e. 7th & 8th Grade Dance, 10/27 at 7PM
- f. Request for volunteers to support SVS PTO initiatives via sign-up at the Open House, Facebook Messages, info@svspto.org or contact us on svsppto.org.

Call to Adjourn

Meeting adjourned by President, Paula Conway at 7:45.

Minutes submitted by SVS PTO Secretary, Julie King 9/12/17

Minutes approved Monday, October 2, 2017 with addition of section 5e