



Larson PTO Meeting Notes

9-20-23 2023-24 PTO Meeting

Location: LMS Media Center

Attendance: Brian Zawislak, Cijay Avery, Chris Tallman, Kate Fellin, Joanne Cruz, Maria Mendola, Elizabeth Blakely, Tina Catron, Luana Bonfin. Online: Julia Rodriguez, Tawana Richardson Christine Liska

Call to Order: 7:02 pm by Cijay Avery

I. Officer Reports

- Brian Zawislak, Principal
 - Welcome new Larson staff, some are veterans of TSD
 - 300 + 6th graders, largest group so far
 - Sports have already started such as basketball and football are in full swing
 - 8th graders already scheduled for their Greenfield Village field trip
 - Teachers have been requesting outside classroom activities
 - Life Skills teachers are suggesting that students get to do more activities
 - WEB Day was successful, led by Advisors, Ms. Mendola and Ms. Parker. It's a year long mentorship for 6th grade students to bring them into the community
 - Curriculum Night was successful, and well attended
 - Committee meeting (Liz and Beth) met with Principal Zawislak about activities ideas for Larson
 - Washington DC Parent meeting on 10/18/23 in person meeting
 - For more information follow our Larson twitter account at @LarsonMS
- President- Cijay Avery
 - Met with Committee re: survey for all parents about reviewing the future school calendar (start times, spring break, etc). Survey comes out September 2023
 - Survey will be sent by new TSD Communications Director, Kendra Montante
 - Met with Chairperson on upcoming fundraiser on 9/27/23 At Jet's Pizza at 18/Ryan.
 - A percentage goes to PTO
 - Judy Bunao is the Box Top chair person, requesting receipts to be dropped off at office. They are good for 2 weeks after purchase
 - Dr. Machesky will be presenting on the next meeting on 11/8/23
- Secretary-Joanne Cruz
 - Need meeting minutes from 5/1/23 approved
 - Motion to approve: Kate Fellin, seconded: Ms. Mendola
- Treasurer-Chris Tallman
 - Reviewed budget that was already discussed by executive board
 - At the end of last year, had an \$11,000 balance. PTO collected \$4,300 in the beginning of school. We have \$16, 526.01 balance currently
 - Will need to approve the budget of \$13,405.00 for the year. Number may evolve and change this year
 - Goal of raising \$6,000 this year.
 - Grants will go to supplies and items that can be used by all teachers to help enhance and positively impact the student's school experience
 - Motion to approve the budget of \$13,405.00: Kate Fellin, Second: Ms. Mendola



Larson PTO Meeting Notes

- VP- Kate Fellin—Mini Grants
 - Grant request of \$2700 by 19 teachers
 - Requests will be reviewed (examples, headphones for the innovation studios)
 - Poster printer, styluses, classroom rewards for students.
 - Consider a fixed amount for classroom rewards from \$50-\$150.
 - Can approved requests up to \$150 for the first round for example then another for the next round. If that teacher has asked for a grant can apply again. Requests will be reviewed and those who are applying for the first time will be considered first
 - Grant requests will be streamlined. Teachers who are requesting the grant need to proactively research the cost and submit for the exact amount.
 - Also strongly encouraged to take a picture or description of item requested so PTO can post and share where and what their donation paid for.
 - Teachers who are applying for the grant have to go through Christine Clifford first
 - Teacher list of who requested and for what/ amount is available from Joe Duda before
 - Motion to approve \$2700.00: Kate, Seconded by: Mendola

II. Committee Reports

- Ms. Maria Mendola- Teacher Liaison
 - ¼ of Larson staff is new and great to work with
 - Goal of keeping the family feel intact, and greatly supported by Principal Zawislak
 - Core curriculum's in full swing; kids have homework now
 - Party yesterday 9/18/23 was successful with pizza at the gym
 - Will help set up Pay Pal account and Zelle QR codes
 - Other ideas generated to increased PTO donations
 - Raffle at lunch for a themed gift basket
 - Bake sale
 - Snack cart on certain days of the week
 - Candy on wheels may be at \$2 an item, school supplies sold as well
 - Motivational Mondays shirt idea
 - STRONG committee discussed educational ideas
 - What topics should we be teaching kids
 - Topics related to the 4 Pillars (Responsibility, Resilience, Respect, Relationships)
 - Recent topic was about tenacity and perseverance
 - STRONG committee also addressed mental health awareness
 - Peer pressure and social pressures
 - Coping skills
 - Dealing with worry and anxiety
 - Learning empathy
 - Bullying topics
- Elizabeth Blakely and (Beth McCarty)
 - A. 2nd annual trunk or treat coming up scheduled for 10/26/23 TH and 10/27/23 if raining
Last year many things were learned:
 - Keeping event at 45 minutes instead of over an hour. Kids have already made their 2nd or 3rd round of candies
 - 30 trunks, they bring their own candy to pass
 - Encourage clubs/teams to do their own trunk (Robotics, Science club, art club etc)
 - Encourage staff to do a trunk as well
 - No entrance fee, anyone can come from all directions
 - PTO to have a table to sell baked goods, hot cider, cider, hot chocolate, coffee for \$1



Larson PTO Meeting Notes

- Caraffes to be borrowed
 - Volunteers needed to help with setting up barricades to help with traffic
 - Trick or treaters can bring a canned good donation/ double up as a way to collect for pantry in time for Thanksgiving
 - PTO to set up a selfie area to take pics for \$1 with their costumes
 - Halloween music will be played
 - Will have a costume contest for a prize (gift card)
 - QR codes will be set up on each trunk for voting
 - Winner will be announced
- B. Valentines Grams
- Sold at lunch 1 week before Valentines Day
 - Buy for friends, parents can buy for their kids etc
 - Sell suckers pass it out in class during 3rd or 4th hour
 - Funds donated towards the 8th grade party
- C. Other activites and events-Dates TBD
- Spring movie night
 - Games night
 - Dance night
 - Spring Fling Dance
 - Science night
 - Restaurant night, were percentage goes towards PTO

*PTO received heartwarming Thank You cards from the retiring teachers who expressed their appreciation of the role of the PTO at Larson and how much it has touched their lives and its impact on the student's experience.

Meeting adjourned at: 8:02 pm

Next meeting 11/8/23 Wed @ 7pm
Location: LMS Collaboration Room
TEAMS link to be posted on Larson PTO on Facebook

Respectfully Submitted,

Joanne Cruz

Joanne Cruz
23/24 Secretary