



December 2023 PTO Meeting Minutes

Meeting Date: 12/13/2023 at 7PM

Location: Riverton School Library

Agenda Item	Representative	Notes
Pledge of Allegiance	Jenn Daley	ACTION ITEM(S): Pledge said; Meeting commenced at 7:07pm
Approval of Minutes	Matt Lynch	ACTION ITEM(S): Motion made to approve minutes; motion seconded and approved.
President's Report	Jenn Alvarado	<ul style="list-style-type: none"> • A big thank you to Mrs. Sutcliffe for giving up her evening to join us tonight as our teacher liaison. • Room Parents: Please CC teachers on any correspondence to class parents/guardians. I've been getting some feedback about that. • Samples of Riverton gear were displayed at parent conferences. Just a heads up that the youth sizes run a bit small in sweatshirts so I would go a size bigger. <p>ACTION ITEM(S): A big thank-you to Mrs. Toro as well who also come out to the meeting.</p>
Treasurer's Report	Lorraine Timlin	<ul style="list-style-type: none"> • Deposits: \$150 (pumpkin seeds); \$94 (magnets/Jibbitz/yearbook money); \$18.20 (Box Tops); \$581.25 (school store) • Disbursements: Dave Zaun \$110.07 (Turkey Trot); Denise McGuckin \$51.72 (School Store); Alyson Flanagan \$72.98 (Pre-K Halloween celebration); Jenny Ferroni \$203.98 (lunch helpers/custodians); Jennifer Alvarado \$364.05 (Directory); Jennifer Alvarado \$140.63 ("R" magnets); Erin Matzelle \$148.67 (Theater Week photos and concessions); \$35.75 (check order) • Closing balance 11/30: \$15,556.75 <p>ACTION ITEM(S): Evaluate the worthiness of the Directory in May with membership.</p>

Superintendent's Report	Josh Zagorski	Upcoming Events: <ul style="list-style-type: none"> • <i>The Riverton School Pre K lottery registration is open, information is on the Riverton School website.</i> • <i>This week our Boys & Girls Basketball teams are kicking off their 2023-24 season. Our next home game for both teams will be on Wednesday, January 10th</i> • <i>12/19 the Palmyra HS Band is visiting our school to play a few songs from their winter performance and to showcase marching band/color guard</i> • <i>On 12/1 our middle school students enjoyed their Winter Formal</i> • <i>On 12/4 our K-5 students presented our Holiday Concert to the community.</i> • <i>12/22 - Early Dismissal (12:20), Holiday Break will be 12/23 through 1/1/24, students return on 1/2/2024</i>
Committee Reports	See below	

Committee Reports

Committee	Chair	Updates
Apparel	Bernie Alvarado	<ul style="list-style-type: none"> • Since having samples at conferences, we sold 10 items over 4 orders and made a profit of \$35.00. • Since the beginning of the school year, 14 orders have been processed. From those orders, the PTO made a commission of \$148.68. • Logos have been added as a new embroidery option. ACTION ITEM(S): Get flyers into folders once a month.
Cultural Arts/ Theatre Week	Erin Matzelle	<ul style="list-style-type: none"> • Next year's theater week looks like it will be the week of 10/21/24. ACTION ITEM(S): Confirm date with Better than Broadway director
Dodgeball Tournament	Colleen Primavera	<ul style="list-style-type: none"> • Reached out to Mike Paolini for possible availability for dates in April or May. (4/12,

		<p>4/19, 4/26 or May 3rd)</p> <ul style="list-style-type: none"> Emailed Leah and going to meet with her <p>ACTION ITEM(S): Secure date</p>
Family Fun Night	Colleen Primavera	<ul style="list-style-type: none"> Possible dates 3/15, 3/22 Pre-K to 5th Grade <p>ACTION ITEM(S): Secure date/location</p>
Field Day (K-4)	Jenny Ferroni	n/a
Field Day (5-8)	Bridgette Veasy	n/a
Fundraising	Melissa Iannacone	<ul style="list-style-type: none"> Winter Decoration fundraiser raised \$265! -Will be distributed prior to winter break Our 1st Fundraising Meeting is scheduled for Monday January 8 @7pm via Zoom ... <p>QR code to join meeting & tentative agenda below:</p> <div data-bbox="1063 829 1286 1102" data-label="Image"> </div> <ul style="list-style-type: none"> -Discuss current initiatives -New ideas for 2024 -Committee development -Chairs(Co-Chairs)/Volunteers <p>ACTION ITEM(S):</p>
Holiday Decorations	Bridgette Veasy	<ul style="list-style-type: none"> Thanks to Maureen Gaspari for her help in wrapping presents and adding garland, and a huge thank you to Michael Palladino for taking down the rafters & garland. I will be retiring from this position as I will only have a middle schooler next year. Happy to walk through the process with the new committee head. <p>ACTION ITEM(S): Find new Committee Chair</p>
Holiday Shop	Erin Matzelle	<ul style="list-style-type: none"> Holiday shop was yesterday and today. Had many moms that volunteered their time to help. <p>ACTION ITEM(S): Expand shop with other vendors.</p>

Hospitality	Jenny Ferroni	<ul style="list-style-type: none"> Was hoping to carry on the tradition of giving out candy canes. <p>ACTION: Ask to do the Candy Canes again.</p>
Middle School Trip	<p>CHAIR: Jenny Ferroni</p> <p>6th Grade Contact: Kristen Schlindwein</p> <p>7th Grade Contact: Jenny Ferroni Katie Yansick Christina Brooks</p> <p>8th Grade Contact: Renee Azelby</p>	<p>Update for trip:</p> <ul style="list-style-type: none"> Trip is May 22 (a full 12 hours) <ul style="list-style-type: none"> Liberty Science Center Ferry Ride to Liberty Island <ul style="list-style-type: none"> Can't go into Statue but can go to base of it. Bowling Cost is \$159 kid/\$169 adult <ul style="list-style-type: none"> Spread over 3 payments: end of January, February and March. Final head count by beginning of April. Refund Policy - up until final payment. <p>ACTION ITEM(S): Implementing some kind of code of conduct to protect PTO.</p>
School Store	Denise McGuckin	<ul style="list-style-type: none"> The next school store is scheduled for January 12th. We are ready for this with volunteers & merchandise. We can discuss if we should run a third store in light of last years' April store performing less than the other two. On the other hand, this is done for the kids & not for fundraising. <p>ACTION ITEM(S): Do we want to have a spring store? Definitely decide although the consensus was to do it because the kids love it.</p>
Variety Show	Jeanne Tuscano	<ul style="list-style-type: none"> First weekend in March (Friday the 1st and Saturday the 2nd) tentatively being held for show, pending BOE approval at January meeting Producers meeting scheduled for Monday/Tuesday of next week (12/18 or 19) Eighth grade meeting scheduled for Tuesday 12/19 to confirm theme and formatting Communication to all room parents once theme is confirmed will be forthcoming <p>ACTION ITEM(S):</p> <ul style="list-style-type: none"> Similar Format. Specific Talent Acts as stand alones as well to 'transitions' Kindergarten will be welcomed Sound Engineer Needed

Wellness Committee	Abby Greenwood	<ul style="list-style-type: none"> • <u>Updated Volunteer List:</u> • Elizabeth Odd eodd@riverton.k12.nj.us • Tica Simpson tica_s@hotmail.com • Kaitlynn Quinn kaitlynfquinn@yahoo.com • Sarah Lees sleesrn@icloud.com • Debra Klokis debraklokis@gmail.com • Tracy Kettering tracy.kettering@gmail.com • Meghan Quinn mdmquinn@gmail.com • Dana Jones danaajones176.dj@gmail.com • Meghan Foley mdfoley20@comcast.net • Ashling Ehrhardt ashlinglyons@yahoo.com • Have procured some donations & have spoken with town council member to ensure “donations needed” list to be published on their site • Continually seeking potential donors (Suggestions are ALWAYS welcome!) • Completed paperwork to secure gym/media center for January 25th 2024 • Please spread the word regarding donations (Mr. Zagorski has approved donations being dropped off & stored at the school)- <i>If needing access to the list, please email me at the email address below and I will share with you (I appreciate any help offered!)</i> • Spoken with NJ4S contact (Roxanne Holland) to better understand their involvement • Let’s Make This Awesome!! • We are always looking for volunteers to join the committee, if interested please email Abigail Greenwood at abbylizgreenwood@gmail.com, thank you! <p>ACTION ITEM(S):</p> <ul style="list-style-type: none"> • Please bring donations to school or reach out to Abby. • Reached out to Revive Cafe to cater event.
Yearbook	Danielle McComb	<ul style="list-style-type: none"> • We are always looking for pictures of different Riverton events. • Please send to rivertonyearbookpictures@gmail.com
Old Business		<ul style="list-style-type: none"> • Snack/school supply closet update (Maureen Gaspari) <ul style="list-style-type: none"> ○ A big thank you to everyone who has donated to the snack/supply closet so far. The room parents have been very helpful in helping to spread the word when it is their grade’s month to help. ○ In December, currently collecting donation from the 2nd grade families

	<p>which is going well. The closet was just re-stocked on Tuesday after 3 weeks because it was completely empty. It was stocked with a variety of over 50 snacks and small water bottles and will be checking back next week right before break to monitor how fast they are being used so there is a better idea of how to approach/monitor this in the new year.</p>
New Business	<ul style="list-style-type: none"> ● Custom Riverton “R” ornaments- \$10.00; benefits 8th grade. See Bridgette Veasy if interested. ● Middle School trip 2025: At the suggestion of Mr. Zagorski, exec voted to move trip to after Memorial Day so there would be more options available.
	Meeting adjourned at 8:15pm.

NEXT MEETING: Wednesday, January 17th @7pm in library