

**Goodwin PTO Meeting Minutes**  
**16 March, 2016**  
**Goodwin Music Room 6:30–7:30**

**Present:** Jen Scanlon-Passmore, Richard Weyel, Alexia Smith, Veronica Barcelona de Mendoza, Carrie Silver-Bernstein, Barbara Mellone, Kristen Zadnik, Kathleen Peirsman, Meghan Silliman, Marianne Legassey, Marisol Dumeng, Melissa McLaren, Jearl Clark, Tracy Rittenhouse, Keri Jenkins

**Recorder:** Alexia Smith

1. Call to order: 6:35
2. Carrie Silver-Bernstein: Board of Education representative. Provided handout of approved budget (see below). Need to increase budget by 4.35%. This is higher than previous increases but historically board has been operating with a skeleton budget. Budget drivers include obligated (pre-negotiated) salary increases. In order to stay afloat budget needs to increase. Have been some reductions in costs: fuel, energy, unemployment compensation, realignment of special education staffing. Maintaining all current programs (hoped to grow programs but at least with current budget, programs are not being cut). Current 5<sup>th</sup> grade is a large class, so need an extra grade-level teacher. Other budget highlights listed in handout below entitled “Board of Education Approved Budget.”

Second handout (included below) illustrates “Voters by Age, June 2015 Referendum” shows that majority of voters (either for or against the budget) were 50–64 and 64+. The majority of parents of elementary and middle school aged children are not voting (either in support or against the budget). Need clarification on whether international and military families registered in other states can vote.

PTO will provide information on upcoming referendum and will encourage parents, grandparents, etc. to attend. Will consider providing transportation. Is highly likely that there will be a referendum this year. Carrie will try to find out how much taxes will be increased for a median valued home.

In the future need to revisit school building situation.

3. Officer’s Reports
  - a. President’s Report (Jen Scanlon-Passmore)
    - i. All business will be covered below.
  - b. Vice-president report (Veronica Barcelona de Mendoza)
    - i. Attended Parents Advisory Committee Meeting. Board of Education is drafting a mission plan. Existing plan seems to be generic. Useful for parents to attend meetings and provide input.
  - c. Treasurer’s Report (Tracy Rittenhouse)
    - i. Profit and loss statement presented (included below).

- ii. Time of year when we start spending money. Little income this month.
- iii. Motion to accept treasurer's report by Barbara Mellone seconded by Richard Weyel. All approved.

d. Secretary's Report:

- i. Minutes from last meeting submitted to Goodwin PTO website. Motion to accept minutes from February meeting by Meghan Silliman seconded by Kristen Zadnik. All approved.
- ii. Goodwin contact book: A few minor edits were sent in. Will update contact book with final edits and send out in roughly one week.
- iii. Lego club is very popular and is going well. Alexia will not be able to lead this club next week. Will solicit volunteers.

e. Principal's Report (Susan Muirhead):

- i. Sent regrets at not being able to attend.

4. PTO Business

- i. Lots of parent volunteers for sock hop. DJ will cost \$200. Existing sound system is not adequate. Nurse Anne has lots of clothes in her office for the Swap Shop. Will set up tables for the Swap Shop in Music Room at 4:30 and Art Room at 5:30. Glow sticks have arrived.
- ii. No screen week: some families did not know. Announcement was sent out a little late by the PTO. Will plan better next year.
- iii. Nomination Committee for next year's PTO board: Barbara Mellone will chair nominating committee. Kristen Zadnik will also serve on committee. Existing committee expressed interest in serving next year.
- iv. Teacher grants: request for proposals was sent out with a deadline of 1 April. To date, proposals have been submitted by Nancy Titchen for software to program VEX robots (\$600) and Steve Dean (\$4,285) for cross country skis and boots from L.L. Bean (with lifetime guarantee). Both proposals were considered solid, although there was some concern over the high cost of skis. Motion to increase teacher grant: Kristen Zadnik seconded by Melissa McLaren. Nancy Titchen needs to software to begin programming next week and requested to expedite a decision. Motion to approve Nancy Titchen's grant: Kathleen Perisman, seconded by Jearl Clark. Will revisit Mr Dean's grant at the next PTO meeting. General support for his grant given the current state of the existing ski equipment and long term impact to the students, but would like to try to solicit donation at the Sock Hop to offset the cost to the PTO.
- v. 4<sup>th</sup> grade promotion: Meghan Silliman will work on the DVD, Kristen Zadnik committee chair with help from Marianne Legassey, Jearl Clark, Barbara Mellone, Keri Jenkins.
- vi. Yoga with Nancy Alder: Alexia will contact her about Wednesdays.

- vii. Keri Jenkins: would like to teach a Barre class (ballet style fitness workout) as a fundraiser (initially as a one-off, maybe more long-term). Class needs bars on walls, so initially had thought of Community Center. Might be able to teach at the Senior Center or Questers Way. It may be possible to teach in the gym with chairs. PTO will advertise the event through the digital backpack at all 3 elementary schools.
  - viii. Silent Auction: Melissa McLaren. Since last PTO meeting, committee has not met. Have already received donations including a CSA share. Other parents have donated jewelry. Lagging on business donations. Ellen Tulman will work on that this weekend. For online donations, need 501c status. Will with lawyer in next week to move status forward. Tracy will speak with him one-on-one.
  - ix. Three schools are arranging a drive-in movie night. Friday of spring break (22 April). \$20 for car load. Can pay at the door. Movie will be the new version of the Jungle Book.
  - x. Jearl Clark: Mrs Kozelka is looking for book donations for the book swap. Please donate books if you have any spare.
5. Motion to adjourn: Jearl Clark, Meghan Silliman, seconded. Meeting adjourned: 7:55.

Handouts from Carrie Silver-Bernstein (Board of Education, Mansfield)  
Treasurer's Report

**Board of Education Approved Budget  
Mansfield Public Schools  
2016-17**

<b>Total Budget</b>	<b>\$22,980,500</b>
<b>Increase from 2015-16</b>	<b>4.35%</b>

**Budget Highlights**

- Maintains all current curricular and extra-curricular programs
- Adds one grade 5 teacher to address enrollment needs
- Increases World Language staffing at MMS by .2 teacher
- Adds .5 Professional Librarian to support elementary programming
- Uses existing funds to support curriculum development and refinement
- Uses existing funds to support on-going professional learning for teachers
- Adds maintenance staff to address building needs and reduce overtime costs (shared with town)

**Cost Containments**

- Reductions in energy including fuel oil, diesel fuel, electricity, natural gas (approximately \$135,000)
- Reductions in copier maintenance fees (\$15,400)
- Reductions in unemployment compensation (\$58,550)
- Realignment of Special Education staffing (\$64,640)

**Budget Drivers**

- Obligated Salary Increases - \$361,670
- Staffing and Program Needs - \$151,360
- Health Insurance Premium - \$495,060

*(Over)*

### Budget History

Year	Approved Budget	Percent Increase/(Decrease)
2010-2011	\$20,588,160	(0.4%)
2011-2012	\$20,588,160	0%
2012-2013	\$20,588,160	0%
2013-2014	\$20,688,160	.49%
2014-2015	\$21,193,884	2.4%
2015-2016	\$22,022,750	3.9%

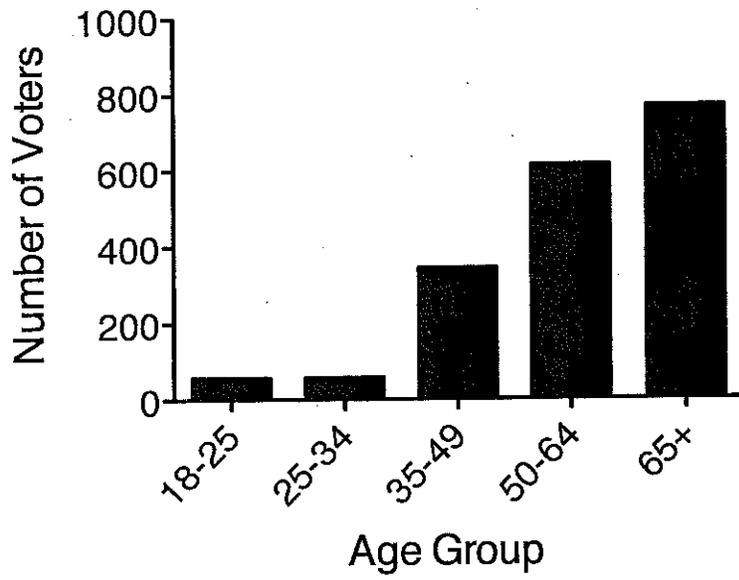
### Enrollment History

Year	District Enrollment	Enrollment # Change	Enrollment % Change
2010-2011	1330	57	4.48%
2011-2012	1330	0	0%
2012-2013	1321	(9)	(0.68%)
2013-2014	1260	(61)	(4.62%)
2014-2015	1260	0	0%
2015-2016	1266	6	0.59%

**Average Budget Increase 2010-2015 is 1.19%**

**Change in Enrollment 2010-2015 is (64) students**

Voters by Age, June 2015 Referendum



**Goodwin PTO Treasurer's  
Report Profit & Loss Statement  
Feb 17, 2016 – March 16, 2016**

<b>Starting Amount</b>		<b>\$24316.80</b>
<b>Income</b>		
Wizards Basketball – restaurant sales	\$90.00	
<b>Total Income</b>	<b>\$90.00</b>	
<b>Expenses</b>		
Pizza	\$27.82	
Sitter	\$50.00	
Goodwin Family Funds	\$30.00	
Enrichment 2 <sup>nd</sup> and 3 <sup>rd</sup>	\$770.00	
Trestle Tree funds to PE program	\$850.00	
LifeTouch – yearbook	\$1213.08	
iPad purchase	\$4955.37	
<b>Total Expenses</b>	<b>\$7896.27</b>	
Profit/Loss		-\$7806.27
Box Top Balance		\$3435.24
<b>Balance</b>		<b>\$16510.35</b>