

## AGENDA

Timothy Edwards Middle School

9/19/2024

TEMS Media Center

6:30 PM - 7:30 PM

1. Call to Order
2. Review of last year
3. Officer's report
  - a) President report
  - b) Treasurer report
4. Committee/Chairperson reports
  - i. Membership
  - ii. Open house
  - iii. Spiritwear
  - iv. September family event (Bingo)
  - v. Fall Fundraiser - Kick off (A-Thon)
5. Staff Spotlight
  - i. Tammy Zurkowi – Math Intervention
6. Principal report
7. Open forum
8. Announcements
9. Adjournment

## ZOOM

***Meeting ID: 882 5900 0918***

***Passcode: TEMS***

**Timothy Edwards Middle School PTO**  
**Monthly Treasurer's Report**  
**September 19, 2024**  
 Prepared by Danielle Nitopi

Beginning Balance: \$34,833.39 (07/01/2024)  
 Ending balance: \$27,664.72 (09/18/2024)  
 Reconciled Bank Balance: \$27,664.72 (09/18/2024)

**Income (Deposits) - \$3,168.68**

Number	Date	Payee	Description of Transaction	Receipt?	Category	CLR	Debit (-)	Credit (+)
DEP	7/1/24	Deposit	Corporate matches		Corporate Donation Matches	Y		\$48.56
DEP	7/15/24	Deposit	Yard Goats tickets		Yard Goats Night Out Income (Sept '24)	Y		\$60.00
DEP	7/22/24	Deposit	Yard Goats tickets		Yard Goats Night Out Income (Sept '24)	Y		\$60.00
DEP	8/1/24	Deposit	Corporate matches		Corporate Donation Matches	Y		\$48.56
DEP	8/5/24	Deposit	Yard Goats tickets		Yard Goats Night Out Income (Sept '24)	Y		\$60.00
DEP	8/12/24	Deposit	Yard Goats tickets		Yard Goats Night Out Income (Sept '24)	Y		\$45.00
DEP	8/19/24	Deposit	Yard Goats tickets		Yard Goats Night Out Income (Sept '24)	Y		\$105.00
DEP	8/26/24	Deposit	Yard Goats tickets		Yard Goats Night Out Income (Sept '24)	Y		\$90.00
DEP	9/3/24	Deposit	Corporate matches		Corporate Donation Matches	Y		\$48.56
DEP	9/3/24	Deposit	TEMS membership dues		Membership Dues	Y		\$7.00
DEP	9/9/24	Deposit	Spiritwear from open house - zeffy		Spirit Wear Income	Y		\$1,891.00
DEP	9/9/24	Deposit	Membership dues - zeffy		Membership Dues	Y		\$56.00
DEP	9/16/24	Deposit	Membership dues - zeffy		Membership Dues	Y		\$21.00
DEP	9/16/24	Deposit	Spiritwear from open house - cash		Spirit Wear Income	Y		\$642.00
DEP	9/16/24	Deposit	Membership dues - cash		Membership Dues	Y		\$7.00

**Expenses (Checks Written & Debit Card Purchases) - \$10,358.35**

Number	Date	Payee	Description of Transaction	Receipt?	Category	CLR	Debit (-)
DEBIT	7/26/24	AIM Insurance	Annual insurance renewal	Y	Insurance	Y	-\$335.00
DEBIT	7/29/24	Costco	Replacement bins for PTO closet	Y	PTO Administrative Expenses	Y	-\$83.92
1075	8/6/24	CT Double Play	Remaining balance for Yard Goats tickets - night out 9/7/24	Y	Yard Goats Night Out Expenses (Sept '24)	Y	-\$2,625.00
1076	8/6/24	Danielle Nitopi	Reimbursement for pencil pouches from 4imprints - 6th grade welcome gift	Y	Sixth Grade Welcome Gift	Y	-\$997.33
1078	8/21/24	DeeAnne Corticelli	Reimbursement for school supplies - 6th grade welcome gift	Y	Sixth Grade Welcome Gift	Y	-\$465.72
1079	8/23/24	Novel Tees LLC	Spirit wear for open house	Y	Spirit Wear Expenses	Y	-\$3,888.00
1080	8/27/24	Dom's Broad Street Eatery	Catering bill for welcome back luncheon	Y	Welcome Back Teacher Luncheon	Y	-\$1,487.50
1081	9/3/24	Jeff Gartman	Reimbursement for website hosting and domain costs	Y	PTO Administrative Expenses	Y	-\$242.85
1082	9/3/24	Danielle Nitopi	Reimbursement for Stop & Shop and Costco receipts - welcome back lunch	Y	Welcome Back Teacher Luncheon	Y	-\$233.03

**Outstanding checks that haven't cleared**

Date	Check No.	Description	Amount

Account Balance (as of 09/18/2024):

\$27,664.72

	Budget	Actuals YTD	Difference
	2024-2025	2024-2025	2024-2025
<b>Income</b>			
Fall Fundraiser Income	\$25,000.00	\$0.00	(\$25,000.00)
Miscellaneous Fundraisers/Events Income	\$2,000.00	\$0.00	(\$2,000.00)
End of the Year Celebration Income	\$3,000.00	\$0.00	(\$3,000.00)
Spirit Wear Income	\$5,000.00	\$2,533.00	(\$2,467.00)
Yard Goats Night Out Income (Sept '24)	\$420.00	\$420.00	\$0.00
Box Tops/Grocery Rewards	\$30.00	\$0.00	(\$30.00)
Membership Dues	\$140.00	\$91.00	(\$49.00)
Corporate Donation Matches	\$500.00	\$145.68	(\$354.32)
Miscellaneous Donations/Income	\$0.00	\$0.00	\$0.00
<b>Total Income</b>	<b>\$36,090.00</b>	<b>\$3,189.68</b>	<b>(\$32,900.32)</b>
<b>Expenses</b>			
Fall Fundraiser Expenses	(\$4,000.00)	\$0.00	\$4,000.00
Miscellaneous Fundraisers/Events Expenses	(\$2,000.00)	\$0.00	\$2,000.00
End of the Year Celebration Expenses	(\$3,000.00)	\$0.00	\$3,000.00
Spirit Wear Expenses	(\$4,000.00)	(\$3,888.00)	\$112.00
Yard Goats Night Out Expenses (Sept '24)	(\$2,625.00)	(\$2,625.00)	\$0.00
Sixth Grade Team Requests	(\$3,500.00)	\$0.00	\$3,500.00
Sixth Grade Welcome Gift	(\$1,500.00)	(\$1,463.05)	\$36.95
Seventh Grade Team Requests	(\$5,000.00)	\$0.00	\$5,000.00
Eighth Grade Team Requests	(\$5,000.00)	\$0.00	\$5,000.00
Teacher Wishes	(\$3,000.00)	\$0.00	\$3,000.00
Miscellaneous Departments Expenses	(\$1,500.00)	\$0.00	\$1,500.00
Welcome Back Teacher Luncheon	(\$1,800.00)	(\$1,720.53)	\$79.47
Teacher Appreciation Week Expenses	(\$4,000.00)	\$0.00	\$4,000.00
Teacher/Student Acts of Kindness	(\$1,000.00)	\$0.00	\$1,000.00
Family in Crisis Donations	(\$400.00)	\$0.00	\$400.00
Operation Graduation Donation	(\$300.00)	\$0.00	\$300.00
Wood Memorial Library Donation	(\$200.00)	\$0.00	\$200.00
Nancy Larson Scholarship Fund	(\$1,000.00)	\$0.00	\$1,000.00
School Beautification	(\$200.00)	\$0.00	\$200.00
Insurance	(\$335.00)	(\$335.00)	\$0.00
Special Requests	(\$3,000.00)	\$0.00	\$3,000.00
PTO Miscellaneous Expenses	(\$750.00)	\$0.00	\$750.00
PTO Administrative Expenses	(\$750.00)	(\$326.77)	\$423.23
Bank Charges	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>(\$48,860.00)</b>	<b>(\$10,358.35)</b>	<b>\$38,501.65</b>

## **PTO Meeting**

**September 19, 2024**

**TEMS Library & virtually via ZOOM**

**Board Attendance:** DeeAnne Corticelli, Danielle Nitopi, Bhavin Shah

**Board Members Absent:** Nicole Lucas

**Total in attendance (includes staff & parents): 22**

**BEGIN:** 6:32pm

**Call to order: DeeAnne Corticelli**

**Review of last year:** DeeAnne Corticelli recapped the last year (donations to the school and field trips, scholarship funds, new events, etc). The 2023-2024 recap will be attached to these meeting minutes.

Mentioned the idea of an 8th grade send off - an additional event at the end of the school year to celebrate the 8th grade as they finish their time at TE. High Meadow & Boston are still on the books; this would be in addition to those trips. An idea is Team Olympics (Indigo vs. Cobalt vs. Pacific vs. Navy)

### **Officer's Report:**

- **President's report:** PTO sponsored a back to school teacher luncheon (pasta bar) catered by Dom's Broad Street Eatery from Windsor, CT.
- **Treasurer's report:** Treasurer's Report presented by Danielle Nitopi, and the budget for the school year was proposed. Budget approved by attendees. Treasurer's report will be attached to the meeting minutes.

### **Committee/Chairperson reports:**

- **Open House:** Open House was a success. \$2,500 worth of spirit wear was sold at the PTO table. Positive feedback was given about the location of the encores info being on the first floor. Parents loved the enthusiasm from the teachers and excitement for the school year.
- **Spiritwear:** \$2,500 sold at open house. ~\$250 in profits from the online store in September. New online store was launched in early September.
- **Family event (BINGO):** Corey Williams is our family events chair for the school year and is starting off with a family Bingo night 9/27. The PTO has teamed up with South Windsor Human Services to collect donations for the food bank. Concessions will be for sale, and there will be raffles.
- **Fall fundraiser kick off:** New this school year, the fall fundraiser will be an Active-Thon. While kids can still walk if they choose, there will be various activities the kids will be required to do to get activity in. The fundraising platform site will go live on Monday September 23rd. The event is planned for October 24th.

**Staff spotlight, Tammy Zurkowski- Math Intervention:** Tammy has been with the SW school district for 35 years. She has been a math intervention teacher at TE since 2011. Kids get recommended for the math intervention/math foundation programs. In addition to having her own class, Tammy works with multiple classes per week to help motivate and provide extra assistance where needed. Tammy says the best part of her job is her connection with the students.

**Principal's report:** All of these topics will be included in Candice's newsletter, which will be sent out 9/20

- Asbestos Notification
- Sydney Satchell visited TEMS 9/17

- Yearbook Sales, \$43 until 10/31
- It Starts with Hello- Next Week
- iReady Assessments- Next Week
- Parent News 9/20
- Athletics- first week!
- Matinees- brochures out soon. Registration will be on SignUpGenius.
  - Looking into mybucks account so registration & payments for matinees and athletics can take place online
- Social Media- Youth and Family & SWPD
  - 10/10
  - Food provided (pizza)
- Grade 6 Field trips- Winding trails - starts in October
- Unit Day- wear orange on 10/16
- Schools Closed
  - 10/3 Rosh Hashana
  - 10/14 Indigenous People's Day
  - 11/1 Diwali

**Open forum:** Possible addition of another TEMS outing to the Yard Goats this spring, and Candice expressed an interest in a Hartford Wolfpack outing.

**Announcements:** PTO meetings for the remainder of the year will be virtual on Zoom. Drawing for free TE yearbook done. Winner: Laura Davis.

**END:** 7:29pm