

**FRELINGHUYSEN TOWNSHIP PTO**  
**Meeting Minutes**  
**(Meeting was held via Google Meet)**  
**October 10, 2023**

**CALL TO ORDER**

The Zoom meeting was called to order at 7:30pm

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**QUORUM CHECK OF EXECUTIVE BOARD**

Nicole Wladich - present  
Cynthia Mardin - present  
Louise Neate - present  
Kristin Keesser - present  
Tammy Arfken - present

**APPROVAL OF MINUTES**

1st Motion: Cynthia Mardin      2nd Motion: Kristin Keesser

**APPROVAL OF TREASURER'S REPORT**

1st Motion: Nicole Wladich      2nd Motion: Louise Neate  
-Nicole explained PTO is still transitioning to Quickbooks which is why there were no beginning balances on the distributed budgets.

**CSA REPORT** - None

**FUNDRAISER / EVENT UPDATES**

- **Spirit Wear** - Coordinator Nicole Wladich. Ongoing. September commission was \$38.02. Check should be arriving soon.
- **Fall Book Fair** - 10/11/23 through 10/13/23 - Chair is Nicole Wladich and co-chair is Louise Neate and Tammy Arfken. Volunteers secured. Event starts tomorrow. Set up completed today.
- **Book Bingo** - 10/12/23 - Chairs Nicole Wladich and Tammy Arfken. Book Bingo will be Thursday after school and as usual first place winners for each round will get \$10 in Scholastic Dollars.
- **Roadside Cleanup** - 10/29/23 - Chair Cynthia Mardin. A few volunteers are already signed up and we are good to go for this event.

- **Halloween Treat Trail** - 10/27/23 - Chairs Tammy Arfken and Nicole Wladich. In the process of securing volunteers for the tables.
- **Box Top\$** - Coordinator is Tammy Arfken. Current profit \$123.00.
- **Chess Club** - 10/17/23 - Deadline for registration was 10/6/23. Fifteen students enrolled. Need to find someone to run the event next year Mrs. Fowles aging out.
- **Ski Club** - 1/7/24 - Chair Cynthia Mardin. Flyer sent out & registration ends 11/1/23.
- **Fall Clothing Drive** - 11/9/23 - Chair Cynthia Mardin. Ongoing.
- **Give Back Where It Counts** - Coordinator Nicole Wladich. Total profit from ACME was \$65.00.

## UPCOMING EVENTS - ON THE PTO HORIZON

- **Winter Wonderland Tree Lighting** - 12/6/23 - Chair Eleni Peterson. Filed for town permit.
- **Cards for a Cause** - 10/16/23 - Chair Cynthia Mardin and Co-Chair Kelly Corsi. Cynthia received all the requested information from the vendor. Cynthia and Nicole will be creating a flyer for this event.
- **Family Portraits** - 11/18/23 (Rain Date 11/19/23) - Chair Cynthia Mardin and Co-Chair Kelly Corsi. Portraits will be morning hours. Cynthia to create a flyer. Will need to discuss price and location. Ask Mrs. Veras to send out a blast inquiring if anyone knows of a potential location.
- **Krispy Kreme** - Date TBD - Chair Louise Neate. Louise to discuss the event with Lisa Naomi for more details.
- **Polar Express Winter Dance** - 12/15/23 - Chair Kristin Keesser. First session pre-K through 3rd will require a parent chaperone and second session will be 4th through 6th with no parent chaperone required.
- **Display My Art** - Date TBD - Need a chairperson. Lisa Naomi is going to send an email to the teachers to see if anyone is interested.
- **Spring Book Fair** - 3/6/24 through 3/8/24. Chair Nicole Wladich and Co-Chairs Louise Neate and Tammy Arfken
- **Book Bingo** - 3/6/24 or 3/7/24 - Chairs Tammy Arfken and Nicole Wladich
- **BOGO Book Fair** - 5/15/24 to 5/17/24. Need to decide are we doing this.
- **You Have Been Egged** - Louise Neate brought up this idea or possibly doing some kind of egg decorating contest. She will do more research.
- **Spring Clubs** - Usually begin in March. Lisa Naomi will send an email to the teachers to see if anyone is interested in running a club.
- **Beefsteak/Tricky Tray** - 5/4/24 - Chairs Cynthia Mardin and Kelly Corsi. Event will be held at the Hillside Barn on Lake Iliff Road. Venue secured and deposit paid. Got a contract from JCs. Nicole updated the letter and put it on the shared drive. Cynthia to get a donations committee together. JCs is charging \$39.95/person for beefsteak and Cynthia will need a \$300

deposit for them. We need to discuss the price per person we are charging for the event. Nicole is going to handle the licensing. Need to submit 21 days prior to the event. Cynthia will email Greg about insurance stuff.

- **Miner's Night** - Date TBD - Need a chairperson
- **Graduation** - Nicole will be placing the order for the tent this year.
- **Ice Cream Truck** - Dates TBD - Will do it twice this year. Considering at the end of the year and during testing.
- **Gertrude Hawk** - 1/29/24 - Chair Anthony Alleyne. Sharon contacted Nicole to discuss delivery dates. Flyer and order forms will go out 1/29/24 and will be due back to Anthony 2/16/24. Return all orders to vendor by 2/26/24 and delivery will be the week of 3/18/24. Nicole will create a flyer for the event.
- **Teacher Appreciation Week** - 5/6/24 through 5/10/24 - Chairs Cynthia Mardin and Louise Neate. Received a check from Kelly Corsi from UPS in the amount of \$242.75 for employee match donation.
- **Mother's Day Plant Sale** - 5/10/24 - Chair Raelyn Kempinski
- **Field Day** - Date TBD - Chair Mr. V. We need a field day t-shirt design.

## **BUSINESS**

-**Optimus Prime** - 10/3/23 - Successful event w good feedback. Total cost \$723.

-**Basketball Backboard** - Mrs. Veras waiting for contractor to get parts. Tammy will follow up with her.

-**Proposed Budget for 2023-2024** - Kristin Keesser emailed to General Membership on 10/6/23 and voting is open until 10/27/23.

-**Membership Enrollment** - 48 current members. Ongoing enrollment.

-**Custodian Appreciation Day** - 10/2/23 - Louise put together a snack basket with a Dunkin Donut gift card which was given to the custodians.

-**Mrs. Smolen Retirement Gift** - Purchased flowers and a gift card for Mrs. Smolen and it was presented to her at the 9/27/23 BOE meeting.

-**Auditing Committee** - Crea Mallory and DJ Baird will be auditing the books. Taxes need to be sent in by 11/15/23.

-**Mrs. Hicks Plaque** - Erik will be handling this.

-**Game of Chance Licensing** - Renewed by Nicole.

-**Online Apps** - Lisa Naomi joined us to discuss some online Apps that the school is interested in purchasing and was wondering if PTO could pay for them. Lisa will get us more details including pricing but they had interest in Generation Genius, Kahoot and Brain Pop. Nicole mentioned paying for them using money from the raffle account.

-**2023-2024 Assembly Ideas** - Louise mentioned NJ Snake Man located in Green Township. He brings 8-10 animals to the school and talks about conservation and about the animals. He can adapt it to younger kids or relate it to whatever they are learning about in school. The rates are \$375/hr and a 2nd

session for 15% off. Another idea is Jenkinsons Aquarium is \$725 for a 45 minute session. Can do two separate 25 minute sessions for an older and younger group. They would bring a penguin or reptile and talk about biology, geography, how they care for them, diet, etc. They are booked up until March of next year though. Nicole mentioned sending the information to Mrs. Veras for review. Cynthia spoke to Mrs. Veras about the Science Assembly as well.

**-Class Gift Ideas** - Winter beanies were already approved but Jamie Lafferty of F&T Custom Apparel is now going to donate all of the hats so there will be no expense to the PTO. Going to give them to the kids as a holiday gift.

**-Mustang Croc Pins** - Kelly Corsi mentioned this as a possible fundraiser and giving them as a gift to the students was also mentioned. Concern being students that do not own Crocs. Total cost for 300 charms would be \$480. Final decision see if the provider wants to set up an online store to sell them.

**-Pumpkin Decorating Contest** - School will be holding the annual pumpkin decorating contest. PTO will provide nine \$10 Amazon Gift Cards to winners.

## **CORRESPONDENCE**

- A thank you card was received from Mrs. Smolen for her retirement gift, Mr. Neely for his Custodian Appreciation Day gift, and the FTS Teachers and Staff for a wonderful luncheon on their in-service day and the Optimus Prime Assembly.

## **OPEN PUBLIC DISCUSSION**

- Discussed Upcoming Appreciation Days
  - Veterans Day - Possibly doing flags with PTO or reinstating families coming in that day. Mrs. Toronzi will discuss with Mrs. Veras.
  - School Bus Driver Day
  - Principals Day - May 1st
  - Administrative Professionals Day
  - School Nurses Day - May 8th
- Michele Lohman asked about Spring Clubs. We said we were doing 5 if we got the grant money but if not we would be doing 3. We put it on the budget as a placeholder if we got the grant money.

**ADJOURNMENT** - Meeting was adjourned at 8:24pm.

**IN ATTENDANCE** : Lisa Naomi, Christine Pilkington, Anthony Alleyne, Michele Lohman, and Jamie Alleyne

*Respectfully submitted by: Tammy Arfken, Secretary*

**\*\*NEXT PTO MEETING VIA GOOGLE MEET - 11/14/23 @ 7:30pm**