Waterford Elementary School PTO

PTO Meeting - 23 SEPT 2025

23 September 2025 / 7:45 AM / Waterford Old School

AGENDA

WES Principal (Andrew Heironimus)

- Not in attendance

Secretary (Lisa McLaughlin)

- Process for sending flyers (need to be sent to Lisa at secretary@waterfordpto.org by Wednesday so they can be sent to Andrew for approval
- Next PTO newsletters will go out on 15 and 29 OCT
- One more push for Fair volunteers will be sent out on 1 OCT

Budget (Thomas Sweeney)

The current PTO budget was distributed and reviewed.

- Current Assets:
  - Operating account balance: $29,678
  - Including the Certificate of Deposit (CD): $69,322

- Outstanding Expenses:
  - The only pending expenses are related to the upcoming Waterford Fair. These will be submitted and processed after the event.
- CD Renewal (Pavilion Funds):
  - The PTO's Certificate of Deposit (CD) is set to mature on October 20
  - The question was raised whether to renew it and for what duration.
  - Val recommends renewing at the highest available interest rate, as it still provides the option to cash out early if needed.
- Fiscal Year:
  - The PTO fiscal year runs from August 2025 to July 2026

Calendar of Events - September-November

October:

Waterford Fair-3-5 OCT

Monk's/Tipped Cow Spirit Night-9 OCT

PTO Meeting-28 OCT 4-5pm @ Old School

Pumpkin Contest-30 OCT

MITV-31 OCT

November:

Veteran's Day Assembly-11 NOV

MOD Pizza Spirit Night-12 NOV

Assembly Chair (Tara Briggs)

- Current assembly expenses total $2,394, leaving a remaining balance of approximately $1,600.
- Tara is exploring options to secure free or low-cost assemblies to help stretch the remaining budget further. Val recommended Tara present all assembly options to

determine if more costly assemblies can be supported using PTO funds from other areas.

September - Magician

October - Cartoonist

November - Skip for Veterans Day

December - Wacky Science

Woodgrove to perform later in the year for a concert.

Room Parent (Samantha Lorenzetti)

- Classroom sponsored luncheons have been set and the information is included in the Room Parent folder in the shared drive.
- Room parents list and staff assignments have been established and are in the shared drive.

Carnival (Whitney Otto)

- No updates currently

Charitable Giving/Student Volunteer (Melissa Barrows)

- No updates at this time, but Melissa is planning to revamp the structure of this year's Thanksgiving Drive. Instead of collecting individual items, families will be asked for donations of fully packed bags that include all essential Thanksgiving meal components.

Fundraising Chair/Spirit Night (Rachel Fischer)

- Upcoming spirit nights listed above

Waterford Fair (Jen Diffenderfer)

- All required permits, fair registration, and rental arrangements have been completed.

- Financials:
  Reimbursements to be paid out to Jenn Diff at the end of the fair.
  Projected Profit: Hoping to reach $6,000 or more.

  Menu:

- Ice cream and waffles
- Coffee, tea, and lemonade provided by a local winery (pouches (cost: $1, sale price: $2))
- Ice and bottled water donated by Wegmans

Volunteers & Donations:

- Currently 28 volunteers signed up for the weekend.
- Volunteer sign-up link is available on the website.
- The volunteer schedule is divided into three shifts per day: Opening, Midday, and Closing.
- Requesting donated baked goods - still needed for Day 2 and Day 3.

Recommendation:

- Suggest purchasing dry ice to help maintain cooler temperatures for ice cream

MITV (Jen Diffenderfer)

- Discussion to forgo the sheriff's presence for this year - This adjustment would allow us to eliminate the $250 sheriff fee, helping reduce overall event expenses. Instead of using law enforcement, the plan would be to utilize wooden sawhorses and appropriate signage to safely block off roads as needed. Volunteers can be assigned to monitor key access points if necessary, ensuring smooth traffic control and pedestrian safety throughout the event. The decision, however, is to keep the Sheriff as safety is of primary concern and the cost savings is not worth the risk.

Mountain Lion Cubs (Anne-Kathrin Eiselt)

- Two events scheduled - Great Country Farms (October), Gingerbread house/cookie decorating (December)

Technology (Whitney Otto)

- Requested copy of budget to be posted on the website. Tom will send an electronic copy to the group.

General

- Updates?

Open Floor - Questions/Comments/Additional Business

ATTENDEES

Val DiVito, Tom Sweeney, Ann-Kathrin Eiselt, Diane Blue, Jen Diffenderfer, Tara Briggs

Remote - Whitney Otto

NOTES

- Clubs - Tara exploring club options for students, with a focus on shorter-duration programs (6-8 weeks) to be offered at the beginning of the school year. Potential club themes - STEM and baking. Tara is researching cost-sharing opportunities where a portion of the registration fee would go back to the PTO to support school initiatives.
- Pavilion Funding - There are questions regarding the funds allocated for the pavilion and whether they could be redirected toward other capital improvements. Diane Blue suggested exploring the option of purchasing weather-resistant picnic tables. Additionally, there's interest in enhancing the outdoor classroom area with potential updates including new picnic tables, gravel, and an upgraded chalkboard.

- PTO Public Relations Initiative - Looking into the possibility of creating a promotional video or PR package to highlight how PTO funds are being used throughout the school year. The goal is to increase transparency, celebrate PTO-supported initiatives, and build community support. The video could include footage from school assemblies, events, classroom resources, and other activities funded by the PTO. If anyone has videos or photos of events and programs, please send to Jen Diff, she may engage Ms. Henry to assist as she expressed interest with technology-related tasks for the PTO. These will be compiled into a professional-looking video to be shared with families, staff, and potential donors via newsletters, social media, or school events.
- Tom - Electronic payments for events were recommended to increase donations. Cash and checks will also be accepted. There was concern regarding the fees associated with electronic payments. Tom will be setting up electronic payment systems (Paypal, Venmo) and will work with committee chairs for their events individually to collect payments and process reimbursements.

ACTION ITEMS

- 5th grade play fundraising to be discussed at the next meeting. A parent interest meeting for the play will be scheduled by Andrew.