

Sicomac PTO
Meeting Minutes | May 7, 2025

Wednesday, May 7th at 7:30pm held virtually on Zoom
Meeting called to order by President Courtney Carrelha

Attendance:

PTO Executive Board Members Present: President Courtney Carrelha, Vice President Lauren Westmark-Gonzalez, Fundraising Co-Chairs Alex Bottino & Allison Vartabedian, Secretary Danielle Brick, Treasurer Karen Sagot, Volunteer Co-Coordinator Lindsay Calhoun & Nicole Morin, Sicomac Principal Mr. Raimo, Teacher Liaison Mrs. Mazie, EMS Principal Mr. Faehndrich, parents and guardians of Sicomac students.

There were approximately 37 people in attendance.

Tonight's meeting minutes will be posted on the PTO website

Officers' Reports:

Special Guest: EMS Principal Mr. Faehndrich introduced by Courtney Carrelha

- It's his 20th year in education — from science teacher to supervisor to AP to Principal
- EMS received the Schools to Watch award— less than 20 schools in NJ receive it
- Pro tip: EMS drop off is 7:45-8am; try to get there by 7:50am because of traffic
- We speak with all 5th grade students and they visit EMS in order to get comfortable
- Getting involved in clubs and activities are a great way to make friends; all clubs are student run; if your child thinks of a club and finds an advisor they can run it
- We help navigate social situations and conflicts with our fantastic guidance team
- Students will receive letter grades and we offer personalized academic support
- Attendance policy — no more than 10% absences (18 days); only approved absences are Take Your Child to Work Day and religious observances
- Pickup is 2:56pm
- TIE Time is 30 minutes where students get enrichment or intervention for extra support; students can see teachers for help or go to music, art, etc.
- Phones: must remain in locker all day and cannot be checked during lunch
- Social media is a big responsibility for a 6th grader and they need guidance
- EMS provides ChromeBooks to all students
- Lockers are stressful! We suggest getting a combination lock and practicing at home
- *Question: Is there a date where students are able to tour the building and get laptops:*
 - Dates will be coming very soon; in late August there is a scavenger hunt
 - Laptop handout happens in homerooms first day
- *Question: How does lunch work:*
 - Grades eat together at the same time and have a snack at TIE time

President's Report: Courtney Carrelha

- The current Executive Board has had an amazing run; thank you to Mr. Raimo, Mrs. Mazie, and all the staff and families
- The next board will continue our tradition of inclusivity and communication
- PTO bylaws criteria for the next board: we sent a nomination form, reviewed those names with a nomination team (consisting of class parents, former presidents, committee chairs, current PTO members and executives)
- The nominating committee has prepared the following slate of candidates for the PTO Executive Board 2025-2027:
 - President- Lauren Westmark Gonzalez (advisor for transition: Courtney Carrelha)
 - VP- Tara Draganescu
 - VP Fundraising Chairs- Chloe Galgano and Caitlin Ohle
 - Secretary- Shauna Bowman
 - Treasurer- Gressia Cruz
 - Economy Shop -Carly Glatthorn and Christina Spencer

Motion to approve

Motion carries

Motion approved and meeting attendees say AYE!

Approved! They will start their commitment in August

- The PTO will start using GroupSpot for all communication instead of PTO Office
- Teacher Appreciation Week is underway; we are thankful and fortunate for our teachers' dedication and passion; our amazing PTO team has been executing surprises all week such as breakfast, lunch, cards/stationary, and massages
- Saturday May 10th, 10am-2pm: 5th grade car wash charity fundraiser at Sicomac

Treasurer's Report: Karen Sagot

- Reviewed current budget and Treasurer's Report (attached below)
- 3 major projects we are funding:
 - Yellow Door: Murals in the gym, multi-purpose room and hallways
 - Music program: New risers with extra steps and railings; FlipForms
 - Outdoors: Gaga pit with rubber flooring and handicap accessible doorway
- Thank you to our VP's of Fundraising, Alex and Allison, and to our Sicomac families for your donations, because your support provides these new items

Vice President's Report: Lauren Westmark-Gonzalez

- Class parents and committee chair signups will go out after this meeting
- May 16: Smoothie Day from Tropical Smoothie Cafe: Order by May 11
- May 29: Dad's Night Out and June 1 Dad's Softball

Volunteer Co-Coordinator's Report: Lindsay Calhoun & Nicole Morin

- Sicomac week: May 27-31; several spots open; class parents must volunteer
- Economy Shop tentative closing date June 4 or 5
- Thank you to all our volunteers throughout this year!

Principal's Report: Mr. Raimo

- Staff Appreciation Week has been unbelievable; thank you for your generosity and all the thought you put into this week; the staff is grateful for your support
- Thank you to the outgoing PTO Executive Board; so much has been accomplished
- Welcome to our new PTO Executive Board
- New principal Keith Dunbar will build on what we have and partner with you and the teachers
- Thank you Mrs. Mazie for creating a school to home connection that did not exist
- Goodbye to our 5th grade families who don't have any years left at Sicomac
- After 12 years at Sicomac I am proud of:
 - Our advisory community and Responsive Classroom
 - Introduction of block play into early childhood and purposeful ways to use play
 - Building home to school connections — parents are partners
 - Building a culture of excellence and kindness — our teachers are the backbone of our school and are the best I have ever worked with
- I wish you the best and it has been an honor serving as you principal

Staff Report: Mrs. Mazie

- Thank you for Teacher Appreciation Week — we have felt the kindness and love all year and this week has been truly special
- Update on each grade level

Additional Reminders and Dates: May

May 5: Teacher Appreciation Week
May 7: Misty Copeland visit
May 7-8: NJSLA testing grades 3-5
May 10: 5th grade car wash at Sicomac
May 13-15: NJSLA testing grades 3-5
May 19-20: NJSLA testing grade 5
May 16: Sip into Summer Smoothie Day
May 20: Yankee game
May 21: 5th grade trip to Spring Lake Day Camp
May 26: Memorial Day, school closed
May 29: Makerspace Night and Dad's Night Out

Additional Reminders and Dates: June

June 1: Dad's softball
June 2: BOE meeting, 6:30pm EMS
June 4: Special lunch
June 4: 5th grade show for students
June 5: 4th grade field trip and 5th grade show for parents
June 6: Theme Day
June 8: Dad's softball rain date
June 9: Staff Sweets sponsored by 4th grade and grade 4 & 5 band concert
June 10: 5th grade district-wide trip to YMCA
June 11: 5th grade district-wide trip to YMCA rain date

June 12: Sicomac Field Day

June 13: Sicomac Family Picnic & Sicomac Field Day rain date

June 17: 5th grade memory book breakfast

June 18-20: Minimum days

June 20: Last day of school

Meeting adjourned at 8:30 pm.

Minutes compiled by Danielle Brick, Secretary

Sicomac School PTO - April Treasurer's Report
Wednesday, May 07, 2025

Checking Account

Register Balance as of 04/01/25	147,213.36
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Cash Receipts:

Cinco de Mayo special lunch	\$ 1,322.00
Membership Dues	19.12
Nicholas Markets	127.10
Sicomac Social	8,055.00
Interest	6.06

Total Cash Receipts	9,529.28
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Cash Disbursements:

5th Grade - Lawn Signs	\$ 1,140.00
Bank Charge	33.36
Bagel Lunch	1,466.00
Jersey Mike's Lunch	3,624.00
Miscellaneous Expense - Gift Cards	100.00
Miscellaneous Expense - Mascot	445.27
Miscellaneous Expense - Mrs. Dexter Memorial Bench	788.00
Pizza Lunch	6,461.00
Staff Appreciation Week	1,476.57
Teacher Grants	40.00

Total Cash Disbursements	15,574.20
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Register Balance as of 04/30/25	141,168.44
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Deposits in Transit as of 04/30/25	-
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Outstanding Checks as of 04/30/25	2,204.54
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Bank Balance as of 04/30/25	143,372.98
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