

Westbrook High School PTSO
ZOOM Meeting Minutes
September 14, 2020

Attending: Kelly Catlin, Kim Esposito, Samile Keeler, Tara Winch (Principal), Mike Esposito (BOE liaison), Allison Ciarcia

Call to Order:

Meeting was called to order at 7:06 p.m. by K. Catlin.

Introductions and Officers:

President: Kelly Catlin
Treasurer: Kim Esposito
Secretary: Samile Keeler
Principal: Tara Winch
Student Rep: Andrew Livingstone (not in attendance)
Board of Education Liaison: Mike Esposito

Secretary's Report:

Upon a motion by M. Esposito, seconded by A. Ciarcia, it was unanimously vote to approve the January 16, 2020 meeting minutes as submitted.

Treasurer's Report:

- K. Esposito presented the treasurer's report, including the year end for 2019-2020, the cumulative and financial reports.
- K. Esposito noted that membership is down, especially with the freshman class. K. Catlin remarked that not having open house adds to the challenge. T. Winch offered to send the membership form to everyone again, with an effort to target the freshman parents and anybody who lost their forms. Kim stated that she would ask Ms. Eichler to put membership forms in teachers' mailboxes again.

Principal's Report/Teacher's Update:

T. Winch reported as follows:

- Kids are doing their best with masks and distancing, and the block schedule is going well, which reduces the number of transitions within the school day. She stated that they added lunch waves, so now there are 3. Kids may choose to eat outside, in the cafeteria or in the gymnasium. She stated that the school received twenty additional banquet tables for outside seating, and they have been fortunate that the weather has cooperated.
- An individual has tested positive for COVID-19, and so the school was closed completely Monday through Wednesday and is set to resume Thursday this week, with the absence of the students and staff who are required to quarantine for 14 days. She stated that they did experience a few hiccups in identifying the students who needed to be quarantined, but IT is working on remedying the issues with communication. T. Winch explained some background on how the health director conducts contact tracing.
- Picture day(s) is coming up and she is hoping to go forward with it. She stated that they are missing a large portion of the student body, so they will have to schedule an additional day.
- Westbrook High School is still slotted for college visits, which will be virtual. Information is available on the Guidance Office website.
- PSAT's and SAT's will take place in school on October 14th.

- She, Lori Wallace and the guidance counselors are always available for questions.

Committee Activities/Fundraisers:

Sunshine Committee: T. Winch reported that Kara Lesandrini, the Life Skills teacher, had a baby over the summer. She stated that she would get the information on that baby as well as another baby boy that was born. K. Esposito stated that she would then forward that information to J. Freund.

School Picture Volunteers: Student picture volunteers will not be needed this year.

Teacher Appreciation Week Volunteers: Since this doesn't happen until May, this item was tabled for discussion at a later date.

Midterms/Finals Snacks – Class Breakfasts: There was discussion about what is allowed to be done. T. Winch stated that the weather has been great, and perhaps a breakfast could be hosted outside. For exams, maybe prefilled snack bags could be provided to students. It was agreed that this would be reevaluated when it gets closer. T. Winch said she would think about the breakfast. Everybody agreed to start with the senior class and do one class at a time from there.

Dates for class breakfasts are set as follows (volunteers are indicated):

Seniors:	March 6 (K. Catlin)
Juniors:	April 3 (K. Esposito, L. Zanzalari, K. Catlin)
Sophomores:	May 1 (L. Zanzalari, J. Freund)
Freshmen:	May 29 (L. Engels, L. Fabrizi)

January Custodian Lunch: This item was tabled.

Script Cards: K. Esposito offered to get in touch with J. Freund. She stated that forms need to be distributed right around the same time as the next PTSO meeting.

Website Updates: K. Esposito stated that she forwarded instructions to K. Benzi, who is working on this.

New Business:

Fundraisers/Umbrella Sale Updates: S. Keeler offered to push the umbrellas on social media. T. added that she would work with students to create a video to promote umbrella sales.

Requests for Donations: The paper holder/paper was discussed. Kim wondered about the paper supply that was just ordered and delivered last spring. She agreed to check into it. T. Winch said she would think about other donation ideas.

Honor Roll/Newspaper Update: Publication of the honor roll is going great. Westbrook Middle and High Schools have been coordinating their submission to the newspaper as one document, and it has been published.

T. Winch discussed the Guidance newsletter and the daily news video. She reported technical difficulties with the daily video this week, but that the link is posted every day. She stated that Andrew Livingstone is working on this.

T. Winch finally noted that they are exploring play options, and contemplating doing a film.

The next meeting is set for November 9, 2020.

ADJOURNMENT

With no further business before it, **the regular meeting of the WHS PTSO was adjourned at approximately 7:57 p.m.**

Respectfully submitted,

Samile Keeler
Secretary