Thursday, November 6, 2026

HKIMS PTO Meeting Minutes

Attendance

Nicole Harlow, PTO President	Julie Peryga, PTO Vice President	Heather Persson, MS Assistant Principal
Eric Larson, IS Principal	Dave Montemurro, MS Principal	Kelly Drajewicz
Randi Edwards	Jamie Sierpinski	Jennifer Clark
Crystal Carlson	Lindsey Devonna (Virtual)	Alicia McNamara (Virtual)
Rick Casini	Brittney Mirles	

Meeting Start: 6:00pm

Introductions

- We went around the room introducing ourselves so any new members would know who was who.
- Everyone present was asked to sign in.

Prior Business:

- Nicole asked everyone to read the meeting minutes from the last PTO meeting.
    - 1 change where it said Fall Fundraiser, should say Fall Festival.
- Kelly D made the motion to approve and Jennifer Clark 2nd.

IS Principal Report

- Thank you for the flags that were put out along the driveway.
- Thanks to everyone that volunteered and helped at the Fall Festival. Mr. Larson is glad that IS was able to continue to Fall Festival.
- Currently have a food drive
- Musical next week
- Kurt Burkle is retiring
- Select Choir will be singing at the Hartford Wolf Pack game on 3/6/27.

MS Principal Report

- 8th graders will be headed to HS to see Midsummers Night Dream
- Mrs. Puglielli is the faculty staff member of the month. Lots of nominations were received and student council made the decision.

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- Starfish Award went to Mr. Pember. This award is passed on from teach to teach, allowing staff to honor each other.
- You can sign up for Winter Sports now, Mrs. Persson will send out details next week.

PTO President/ Vice President's Report

- By-Law amendments were discussed and passed around.
    - There was discussion around the signatory language and if more should be added.
    - Everyone was asked to review so these could be voted on at the next meeting.

- Nicole mentioned the Executive Board open positions. Stressed that we need people to join the executive board and she would be stepping down at the end of this school year.
    - Brittney Mirles expressed interest in the Secretary position. She was asked to attend next meeting to be voted in.
    - Julie announced that she would be stepping down at the end of this school year. The Vice President position will be open.

Treasurers Report

- Reviewed the charges and income received for the month.

COMMITTEES

Bus Driver Appr – chair Jen Clark

- Jen ordered all the gift cards and they should be arriving by tomorrow.
- On 11/20 Jen will drop off the gift cards and donuts to the Bus Drivers.
- Received check from BES for $250. Awaiting check from KES.
- Jen mentioned that they would like to move Bus Driver Appreciation to April next school year.

Teacher/ Staff Appreciation – Chair Jamie Sierpinski

- Jamie has ideas to do something small each month (or close to it) to show teachers and staff appreciation.
- Need to get a accurate count of teachers and staff, Eric and Heather said its around 100. Jamie will reach out to Katie Gebert and Lori Labella for this count.
- Nicole made mention that some teachers/ staff are gluten free and this should be taken into consideration when providing treats.

Book Fair – Chairs – Crystal Carlson and Jamie Sierpinski

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- They are waiting for a list of classes/ time slots from Leanne before creating the signup genius.
- There will be 2 shopping days instead of 3 this year. With the book fair open during the craft fair for a full day.
- Leanne Honious submitted her wishlist. Scholastic dollars will be used to purchase these items. Total came to $1,002. The amount was $20 over the Scholastic dollar amount that was needed to be used. This was approved.
- Jamie and Crystal plan to send out information to parents about E-wallet and the book fair soon. Signup genius will be sent out also

Fall Fundraiser: (this is an IS event) Kelly D will chair and Crystal Melville will assist.

- Thank you to Heather Pascucci for handling the outside activities, while Kelly D was working inside.
- Just some feedback on the event, timing was hard, the custodians were cleaning the cafeteria which went into the time that Kelly needed to set up for the inside activities. Next year can cleaning be completed at the end of the day?
- Volunteers were hard to find. Kelly created a backup plan for next year in case we run into the same issue with being able to get volunteers to fill time slots.
- Outside events took long to explain directions to the students, leaving a small window for kids to actually play the games.
- Ran out of supplies inside during 4th grade, had to improvise.
- Mummy Station was a huge hit, Tattoo station was messy (move to courtyard for next year).

Veteran's Breakfast – chair Randi Edwards.

- Received $235 in donations.
- Bunting was ordered ~$100.
- Randi will reach out to the High School to increase our order. We have $115 to play with.
- Randi will grab the items still needed from the signup.
- Would like volunteers to arrive by 7:45am.
- Heather said there were 33 RSVP's for breakfast and 13 for speaking.

Cultural Arts – chair Nicole Harlow

- had 1st assembly for IS last week. It went well.
- Next assembly will be for IS and MS on 12/9 – Boogie Chillun.
    - Need someone for the 2nd assembly (IS) to take pictures. Kelly and Randi said they can be there.

Yearbook (IS) – Chair Kelly Inga. Heather Menzano will assist.

- 83 yearbooks sold as of 11/2.
- Earned 4 free yearbooks.

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- They have been posting on facebook when a photographer or pictures are needed, and this seems to be working out.
    - Struggle getting photos, best to email.
- Someone suggested Jocelyn Proto give photography volunteers a slip of paper with the email/upload instructions when they arrive to take photos.

Cup Committee: chair Kelly D.

- Kelly will change the design for Veteran's Day.
- Allen (custodian) mentioned using cups that clip, Kelly looked into these are they are $13 per pack of 50. Average number of cups per design has been 500.
- Kelly will order cups in Blue, Yellow and White to use for the winter design. Costs will be around $110, which was approved. This design will be up for a few months and will test how long the cups hold and last on the fence. We will see if these cups are cost effective.

Welcome Wagon: chair Kelly D.

- No update, no new students.

Family Fun Night: chair Alisha McNamara and Lindsey Devonna

- Ideas mentioned were Bingo, Trivia and a coloring event. Hot chocolate bar.
    - Asked that the event be appealing to both IS and MS.
    - Looking to do Trivia night based on this discussion.
    - They will ask Heather if she will emcee.
- Budget $1,000.
- Looking to have event end of February / Beginning of March.
- Partnering with Youth & Family Services as well as BES and KES on a movie night – Toy Story 5.
    - This event will fill up fast for the younger kids.
    - To be held in the HKIMS auditorium.

Glow Party (IS): chair Heather Menzano.

- event date will be 1/8/27.

Fundraising: OPEN

- event is only a few weeks away, need to work on communication, prizes, and purchasing items.
- 5 student teams (1 per grade), 1 staff/teacher team. 10 people per team.
- Looking for an HK themed item for ¼ of the way to our goal.

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    - Randi will price out items. 700 quantity needed.
        - Mentioned foam finger, pom-poms, beads with extra large pendant, large hats
        - Rally towels were $3 ea, too pricey.
- An email will be sent out to those involved so we can move forward with next steps.

Meeting Ended 8:02pm

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