2022-2023
PTO Guidebook

In this guidebook:

Message from the PTO
-**Board Member List**

Committee & Event
Chair Information
-**Volunteer Opportunities**

The PTO's Mission
-**Ways to support your PTO**
-**Financials**

PTO 2022-23 Calendar
-**PTO Events**
-**Committee Descriptions**

RESOURCES

Latimer Lane Elementary

33 Mountain View Rd., Weatogue, CT 06089
Phone: (860) 658-4774 | Fax: (860) 658-3618

Welcome to Latimer Lane School!!!!!

Hello Latimer Lane Families,

Welcome to the 2022-2023 school year!! The PTO is looking forward to providing the school community with an exciting program of family events and school enrichment activities this year. **Please save this guide and use it as a reference throughout the year. *Please also join our LLPTO Facebook Page and check out our website at latimerlanepto.com for event changes / updates as we navigate the school year.*** We know that this year may involve continued patience and flexibility as we begin construction on Latimer's new renovation project. We thank you in advance for your support and understanding. The Latimer Lane community is incredible and we are looking forward to a wonderful year!

Please note that there is **NO CHARGE** to be a member of the PTO! We are an organization of parents, families, teachers, and faculty all working together to enrich our school. **Therefore, if you are a Latimer Lane parent, guardian, or teacher, you are automatically a member of the PTO! Yay!!**

Our first PTO Meeting will be held in person on Thursday, September 8th from 8:30 AM - 9:30 AM (Cafeteria). We would love for you to attend! We are always looking for new faces and fresh ideas! We hope the information in this guide provides with you ways to get involved in your child's education and to continue to make Latimer Lane a great place to grow.

Please contact any board member with questions, comments, or ideas. We greatly appreciate your time and attention to PTO matters, and we thank you for your support. **We are here for YOU!**

PTO Co Presidents - Kim Stapleton and Stephanie Sullivan

2022 - 2023 BOARD MEMBERS

CO PRESIDENTS:
Kim Stapleton -
llsptopresident@gmail.com

Stephanie Sullivan -
sullivan.stephanie17@gmail.com

VP OF FUNDRAISING:
Leslie Kosswig -
slkosswig@gmail.com

VOLUNTEER COORDINATOR:
Jennifer Buckley-
jbuckley321@hotmail.com

VP OF COMMUNICATIONS:
Justine Medic -
justine.medic@gmail.com

RECORDING SECRETARY:
Carolina Escalante-Roy
escalante2488@gmail.com

TREASURER:
Lindsy Tkacz -
llsptotreasurer@gmail.com

Follow us on Facebook:
https://www.facebook.com/groups/LatimerLanePTO/

COMMITEE & EVENT CHAIR INFORMATION

THANK YOU.

One of the greatest gifts you can give is your time. #volunteer

2022 - 2023 PTO CHAIRS

Academic Fair.....Beth Dean, betha.dean@yahoo.com

All-4-Kids.....Kim Kiernan, kimberly.kiernan@gmail.com

Art Show Coordinator.....Joann Kosinski, joann.kosinski@yahoo.com

Beautification Committee.....Beth Dean, betha.dean@yahoo.com

Box Tops.....Deirdre vonPechmann
dvonpechmann@gmail.com

Cultural Enrichment.....Christine Dieme,
simsburyculturalenrichment@gmail.com

Election Day Bake Sale.....Stephanie Sullivan,
sullivan.stephanie17@gmail.com
Maria Nieves-Stevens, mmnieves@yahoo.com

Family Bingo Night.....Lissa Passos, lcdimesky@hotmail.com
Christine Haney, cabrunk@gmail.com

Family Event - Halloween.....Jeremy Harrison, jharrison0906@gmail.com
Jason Hyland, j1272@hotmail.com

Family Event - Ice Skating.....Melanie LeRoy, mandmleroy@gmail.com

Hospitality Committee.....Kendra Koontz, kkoontz468@gmail.com

Kindergarten Social.....Katie Krasula, katie.krasula@gmail.com
Jen Buckley, jbuckley321@hotmail.com

Room Parent Coordinator.....Jenna Caulfield, muriset@aol.com

Run Back to School.....Justine Medic, justine.medic@gmail.com
Lizzy Givan, lizzy.givan@cancer.org

Scholastic Book Fair.....Kate Fong, ladykatherine14@yahoo.com
Tanya Albair, tanya231@hotmail.com

Ski Club Committee.....Trey Swacker, trey.swacker@gmail.com
Sam Kedala, keda6876@icloud.com

Spirit Wear Coordinator.....Lissa Passos, lcdimesky@hotmail.com

Staff Appreciation Week.....Amy Buonocore, amy.buonocore@gmail.com
Jenna Caulfield, muriset@aol.com

Walk Bike to School.....Marissa Stafford, mlfinke25@yahoo.com

Website Manager.....Justine Medic, justine.medic@gmail.com

Welcoming Committee.....Jennifer Buckley, jbuckley321@hotmail.com

VOLUNTEER

Ready to sign up for a volunteer opportunity? CLICK HERE for our 2022-2023 volunteer form. You can email it directly to jbuckley321@hotmail.com

Interested in learning more about future PTO Board opportunities? Email kimlstapleton@gmail.com

In addition to board positions, committees, and chairperson roles, we need volunteers who can donate their time, even if only for a few minutes.

Just some of the volunteer opportunities that parents can take advantage of are:

All-4-Kids Volunteers
Book Fair Volunteers
Media Center Volunteers
Beautification Volunteers

You also can work with a committee to volunteer only at the event... sell baked goods on election day for a half an hour, staff the Scholastic Book Fair for a shift, or solicit a sponsor for the Fun Run. The opportunities are endless to help and support our school and PTO!

Even if you don't join a committee, committees always need help to make their events successful. Please volunteer!

MATCHMAKER SERVICES
Want to volunteer, but not sure what would be a good fit for your schedule? Contact us! Let us know what time you have and we will help you find the perfect volunteer opportunity!

EMAILJBUCKLEY321@hotmail.com for questions!!

THE LATIMER LANE PTO MISSION

The Latimer Lane School Parent Teacher Organization, Inc. is a group of volunteer parents and teachers that work together to enhance the learning experiences and education of the students at Latimer Lane School. We are a non-profit organization.

Our mission encompasses three main goals:

1. To involve parents and school personnel in a cooperative and sustained system which will enhance the educational and social opportunities of the children both in the school and at home.
2. To advocate viewpoints to administrative staff that will lead to a better analysis of the needs of the students and more relevant program planning.
3. To sustain parental interest and provide the resources needed by the school personnel to function effectively in a working relationship with parents and other community members.

How can you support YOUR PTO??!!

Membership
There is NO CHARGE to be a member of the PTO! We are an organization of parents, families, teachers, and faculty all working together to enrich our school. While becoming a member in no way obligates you to volunteer, attend meetings, or events, being involved in the PTO is fun and rewarding and is one way to show your children how much you value their education and school.

Donations
Because the PTO is no longer charging membership dues, it will be accepting tax-deductible donations in any denomination. All contributions are appreciated. You can now make contributions directly through the Latimer Lane PTO Website CLICK HERE.

Volunteer
Latimer Lane School volunteers work diligently to sponsor fun, family-oriented events, and raise funds for the extras our school needs to be outstanding. Volunteers are the heart and soul of our PTO and we hope you will volunteer too. Please be on the lookout for calls for volunteers and opportunities to help!

Fundraisers
Participation in school fundraisers is crucial to our organization. We are fortunate, and appreciative, to have a high rate of participation from the Latimer Lane Community. Please support the Run Back to School 5K/Walk & Fun Run and the All-4-Kids Consignment Sales. They are our largest fundraisers.

Follow us on Facebook: https://www.facebook.com/groups/LatimerLanePTO/

2022-2023 PTO FINANCIALS

Thanks to your hard work and generosity, the PTO pays for learning materials, enrichment programs, and improvements for our school!

PTO INCOME

All-4-Kids (Fall & Spring Sale)	$10,085.68
RBTS	$6,252.54
Fundraisers (Other)	$1,950.00
Donations	$5,975.05
Dine Outs	$1,200.00
Election Day Bake Sale	$1,070.79
Book Fair	$1,987.57
Amazon Smile.	$761.83
Karate	$1,530.00

PTO EXPENSES

Classroom Gifts	$3,150.00
Cultural Enrichment	$3,498.00
Curriculum Enrichment.	$3,006.47
Staff Appreciation	$1,503.44
Other PTO Events	$2,644.60
Operating Expenses	$2,150.57
Media Center	$716.91

2022-2023 LATIMER LANE CALENDAR

Please note that this calendar is subject to change. Follow us on Facebook, read your emails and make plans to actively stay informed throughout the school year.

- ***PLEASE UTILIZE THE SCHOOL CALENDAR BELOW FOR CHANGES IN SCHEDULE***
  http://www.simsbury.k12.ct.us/schools/latimerlane

AUGUST/SEPTEMBER

August 31st - First day of school) / Early Dismissal
Sept 1st/2nd - Early Dismissal
Sept 5th NO SCHOOL - Labor Day
Sept 8th - Welcome Back PTO Meeting 8:30AM CAFE
Sept 15th Open House K-2 (5:30-6:30)
3-6 (6:45-7:45)
Sept 26 NO SCHOOL - Rosh Hashanah

OCTOBER

Oct 2nd - Run Back to School 5K & Fun Run
Oct 5th NO SCHOOL - Yom Kippur
Oct 10th - NO SCHOOL - Columbus Day
Oct 11th - Latimer Family Picnic (5PM - 6:30PM) RAIN Date: 10/12
October 16th-23rd - ALL 4 KIDS SALE (ONLINE) & PICKUP (IN PERSON) *dates could change
Oct 21st - Picture Day (Picture Day re-take 12/2/22)
Oct 26th - Early Dismissal
Oct 28th - Halloween Movie Night - PARADE 5:30PM / MOVIE 6PM

NOVEMBER

Nov 8th - NO SCHOOL - Election Day / PTO Bake Sale
Nov 7th - PTO Meeting (ONLINE) 7-8PM
Nov 16th - 18th Scholastic Book Fair (ONLINE) / Early Dismissal
Nov 23rd - Early Dismissal
Nov 24th - 25th - NO SCHOOL - Thanksgiving Recess

DECEMBER

Dec 7th- Early Dismissal
Dec 23rd - Early Dismissal
Dec 26th - Jan 2nd - NO SCHOOL - Winter Recess

I'm walkin' on Sunshine.

JANUARY

Jan 9th - PTO Meeting 8:30AM CAFE
Jan 13th - Early Dismissal
Jan 16th - NO SCHOOL - MLK Day
TBD - Family Ice Skating Night!!

FEBRUARY

Feb 17th - Early Dismissal
Feb 20th & 21st - NO SCHOOL - Presidents' Day / Winter Recess
Feb 24th - BINGO NIGHT 6:00PM - 7:30PM (ONLINE)

MARCH

March 14th-16th Scholastic Book Fair / Early Dismissal
March 17th - No School / Professional Dev. Day
March 21st - PTO Meeting (ONLINE) 7-8PM
March 30th - Academic Fair 6-7PM IN PERSON
All 4 Kids Consignment Sale ** Date TBD **

APRIL

April 7th - NO SCHOOL - Good Friday
April 10th - 14th - NO SCHOOL - Spring Recess
April 26th - Early Dismissal
TBD - Yard Goats Game!!

MAY

May 3rd - Art Show ONLINE
May (8th -12th) Staff Appreciation
May 15th - Last PTO Meeting 8:30 AM CAFE
May 17th - Early Dismissal
May 19th - Walk/Bike to School
May 29th - NO SCHOOL - Memorial Day
TBD NEW Latimer Community Event! Stay tuned...

JUNE

June 12th - TBD) Last Day / Early Dismissal...(depends on snow days!)

PTO EVENTS

Events for the 2022-2023 school year are subject to change. Bear with us.

Academic Fair
The Academic Fair takes place in spring and allows for students to display an experiment or research project based in any academic subject of their choice.

All-4-Kids Consignment Sale
This annual community consignment sale features over 100 consignors from all of Simsbury and the surrounding towns offering gently used children's clothes, toys, books, sports equipment, and much more. Proceeds provide the main operating budget for PTO and allow for many of the enhancements provided to Latimer Lane School.

Cultural Enrichment Events
Latimer Lane School partners with the other schools in our district to bring cultural enrichment programs to our school each year. Last year we were fortunate to have Friendz WorldMusic (African Drumming and Dance) and Blue Jupiter (A Cappella music) perform for and with our students.

Dine-Out Nights
These are Latimer Lane's designated family nights at various local restaurants. These events are planned to give families the opportunity to dine out socially as a group while supporting local businesses. Take out is often an option too! The restaurant donates a portion of sales generated back to the PTO.

Election Day Bake Sale
Every year on Election Day a committee of volunteers organizes a Bake Sale that district voters enjoy. Poll workers and voters consider this event a staple of their day! All proceeds support the Latimer Lane PTO.

Family B-I-N-G-O Night
A Latimer Lane School favorite! Families play virtual BINGO from home over ZOOM while "seeing" all of their Latimer friends and family and trying to win fun prizes. Our star caller, Mr. Luzietti MC's this event and offers the grand prize of lunch with him for the winner and a friend!

Family Halloween Event (FREE to Latimer Families)
Latimer Lane PTO annually hosts a Halloween themed event for families. We plan to have a costume parade, snacks and treats, and an outdoor movie! Stay tuned for updates.

Family Ice Skating Night (FREE to Latimer Families)
This is Latimer Lane's designated Family Skate Night at the Simsbury Farms Ice Rink. Enjoy skating, cocoa, and a fun night with family and friends.

Run Back to School 5K/Walk & Fun Run
Celebrate the start of the school year by joining the community for a fun event to promote healthy, active students and families. Run or walk the 5K or Fun Run; this event is for all abilities. Proceeds will benefit the Latimer Lane School Physical Education Program.

PTO CONT.

Events for the 2022-2023 school year are subject to change.

Scholastic Book Fair
The Scholastic Book Fair takes place during days of Parent-Teacher Conferences. Not only is the Scholastic Book Fair a great opportunity to provide your child with new reading materials at affordable prices, it also supports classroom libraries and the Latimer Lane Library Media Center. Due to school renovations, this years sales will be online!

Staff Appreciation Week
Held around nationally recognized Teacher Appreciation Day, the committee treats Latimer Lane School Faculty with goodies to show them how much the community appreciates all they do for the students at Latimer Lane School.

Walk/Bike to School Day
An annual event sponsored by the Safe Routes to School Committee that takes place in fall and spring. Families participate by walking or biking to school from home or from designated meeting spots in groups chaperoned by volunteers. Latimer Lane School's Safe Routes Committee pioneered this event in our town, and creates an opportunity for students who normally cannot walk/bike to school to experience a "green" and active commute. The event is recognized by local media coverage and over half the student body participates.

PTO Meetings

Dates / Times

We aim to make PTO meetings as accessible as possible to as many people as possible, so to that end we vary morning/evening and virtual/in person meetings!

***Virtual meetings will be recorded and posted on the LLPTO Facebook Page*

SAVE THE DATE(S)!!!

Sept. 8th, 2022 */ 8:30AM - 9:30AM (CAFETERIA)*

November 7th, 2022 */ 7PM - 8PM (ZOOM)*

January 9th, 2023 */ 7PM - 8PM (CAFETERIA)*

March 6th, 2023 */ 7PM - 8PM (ZOOM)*

May 15th, 2023 */ 8:30AM - 9:30AM (CAFETERIA)*

PTO COMMITTEES

Academic Fair Committee
This committee plans and executes the annual Academic Fair, including set up, break down, and award distribution.

All-4-Kids Committee
All planning, coordination, and execution of this fundraising event is handled by the All-4-Kids Committee. We always need volunteers!

Beautification Committee
This committee provides extra touches around the outside of the school on a seasonal basis.

Cultural Enrichment Committee
This committee works with the other elementary schools to provide cultural enrichment programming. It is made up of at least 2 volunteers from each of the 5 elementary schools plus a president. It typically meets once a month to review and choose performances and is a great way to meet parents from the other schools!

Election Day Bake Sale Committee
This committee will collect and sell baked goods and other treats to voters and poll workers at our school on election day.

Family Fun Events - BINGO Committee
This committee plans and executes BINGO night.

Family Fun Events - Halloween Committee
This committee plans and executes the Halloween event.

Family Fun Events - Ice Skating Committee
This committee plans and orchestrates the Ice Skating Event.

Run Back to School 5K & Fun Run Cmtee.
This committee plans, coordinates, and executes the annual Back To School run to raise funds for our playground and athletic program.

Safe Routes to School Committee
This committee works towards advocating the mission of Safe Routes to School and plans the Walk/Bike to School Day.

Scholastic Book Fair Committee
The planning, coordination, and execution of the two book fairs held in Fall / Spring.

Ski Club Committee
This is a group of parents who plan and chaperone the seasonal ski club at Latimer Lane School.

Staff Appreciation Committee
This committee works collaboratively to plan events for Staff Appreciation Day, as well as Staff Appreciation Week.

Welcome Committee
This committee helps set up events for families new to the school, including summer playground playdates and an ice cream social for kindergarteners and new families.

For more information on specific committees please reach out to jbuckley321@hotmail.com or one of the Committee Chairs listed earlier in the guidebook.

STAY INFORMED

Sign up for our Newsletter on the school's listserv: Go to: www.simsbury.k12.ct.us, select "Latimer Lane School" and then click on "Email Notification" to add your email.

Join our Facebook group at:
https://www.facebook.com/groups/LatimerLanePTO/
****Please answer the FB questions so we can verify that you are a Latimer Lane family ****

Get information at the school's website at:
http://www.simsbury.k12.ct.us/schools/latimerlane

Follow Principal Luzietti @AGreatSchool

Import Latimer Lane School's calendar into your own calendar thru the RSS link at: http://www.simsbury.k12.ct.us/schools/latimerlane

Don't forget to CHECK BACKPACKS! Important reminders and communications often come home via backpack flyers!

Read our newsletter, make membership donations, stay up to date on ALL things at Latimer Lane; all available at www.latimerlanepto.com