



2025-2026 PTO Guidebook

In this guidebook:

Message from the PTO

-Welcome Letter

-Board Member List

Committee & Event Chair
Information

-Volunteer Opportunities

The PTO's Mission

-Ways To Support Your PTO

-Financials

PTO 2025-2026 Calendar

-PTO Events

-Committee Descriptions

Resources



Latimer Lane School

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 2025-2026 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, follow us on Instagram, and check out our website at latimerlaneppto.com for event changes / updates as we navigate the school year.** The Latimer Lane community is incredible and we are looking forward to another 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 Monday, 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!**

President - Liz Ross

2025-2026 BOARD MEMBERS

PRESIDENT:

Liz Ross

elizaross524@gmail.com

VICE PRESIDENT:

Carolina Escalante-Roy

escalante2488@gmail.com

VP OF FUNDRAISING:

Jennifer Buckley

jbuckley321@hotmail.com

VOLUNTEER COORDINATOR:

Amanda Moyal

aejohnson04@gmail.com

VP OF COMMUNICATIONS:

Mary Huckvale

maryehuckvale@gmail.com

RECORDING SECRETARY:

Sara Westhaver

sara.westhaver@gmail.com

TREASURER:

Rachel Kokines

rachel.kokines@yahoo.com

Follow us on Facebook:

<https://www.facebook.com/groups/LatimerLanePTO/>



COMMITTEE & EVENT CHAIR INFORMATION

THANK YOU!



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

#volunteer

2025 - 2026 PTO CHAIRS

Academic Fair.....	Beth Dean, betha.dean@yahoo.com Nashwa Khalid, nashwa.chc@gmail.com
Art Show Coordinator.....	Joann Kosinski, joann.kosinski@yahoo.com
Beautification Committee.....	Joanna Ferranti, joanna.ferranti@gmail.com
Cultural Enrichment.....	Charnaie Gordon, simsburyculturalenrichment@gmail.com
Earth Day.....	Tanya Albair, tanya231@hotmail.com
Election Day Bake Sale.....	Liz Ross, elizaross524@gmail.com.com
Family Bingo Night.....	Lissa Passos, lcdimesky@hotmail.com Tasha Wescott,
Family Event - Halloween.....	Nicole Morehart, nicole.morehart@gmail.com
Family Event - Ice Skating.....	Teri Elliott, ellicrow@gmail.com
Kindergarten Social.....	Jen Buckley, jbuckley321@hotmail.com
Readathon.....	Amanda Moyal, aejohnson04@gmail.com Cassie Budman, cassiebudman@gmail.com
Room Parent Coordinator.....	Kim Stapleton, kimlstapleton@gmail.com
Run Back to School.....	Justine Medic, justine.medic@gmail.com
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 Carolina Escalante-Roy, escalante2488@gmail.com
Staff Appreciation Week.....	Amy Buonocore, amy.buonocore@gmail.com Christine Haney, cabrunk@gmail.com
Walk/Bike to School.....	Marissa Stafford, mlfinke25@yahoo.com
Website Manager.....	Mary Huckvale, maryehuckvale@gmail.com
Welcoming Committee.....	Jennifer Buckley, jbuckley321@hotmail.com





VOLUNTEER

Ready to sign up for a volunteer opportunity?
[CLICK HERE](#) for our 2025-2026 volunteer form.

You can email it directly to aejohnson04@gmail.com

Interested in learning more about future PTO Board opportunities?

Email : llsptopresident@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:

- **Book Fair Volunteers**
- **Staff Appreciation Volunteers**
- **Beautification Volunteers**
- **Ice Skaing Club**
- **Election Bake Sale**

You also can work with a committee to volunteer only at the events... 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 your time!*

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!

EMAIL: aejohnson04@gmail.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 for the students of Latimer Lane School. We are a non-profit 501(C)(3) charitable organization and all money raised goes directly back to funding events and purchasing items for Latimer Lane School.

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 / guardian interests and to 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

The PTO accepts tax-deductible donations in any denomination or sponsorships during events. 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 to 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.





2025-2026 PTO FINANCIALS

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



2024-2025 SCHOOL YEAR FUNDS RAISED

RBTS	\$9,747.48
Fundraisers (Other)	\$3,424.49
Donations	\$4,335.88
Dine Outs	\$2,680.00
Book Fair	\$1,708.89
Election Day Bake Sale	\$3,100.84
Read-A-thon	\$12,278.90



2025-2026 PROJECTED ITEMS TO BE FUNDED

Classroom Gifts	\$3,650.00
Cultural Enrichment	\$4,952.00
Curriculum Enrichment	\$4,092.55
Staff Appreciation	\$2,424.00
Other PTO Events	\$5,957.59
Operating Expenses	\$2,732.22
Media Center	\$1,125.00



2025-2026 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 LINK BELOW FOR CHANGES IN SCHEDULE

<http://www.simsbury.k12.ct.us/schools/latimerlane>

AUGUST

Aug 27th - First Day of School / Early Dismissal
Aug 28th & 29th - Early Dismissal

SEPTEMBER

Sept 1st - NO SCHOOL - Labor Day
Sept 8th - Welcome Back PTO Meeting @ 8:30AM inside Cafeteria
Sept 11th - Open House, Grades K-2 (5:30pm - 6:30pm)
Grades 3-6 (6:45pm - 7:45pm)
Sept 23rd - NO SCHOOL - Rosh Hashanah
Sept 24th - Early Dismissal

OCTOBER

Oct 2nd - NO SCHOOL - Yom Kippur
Oct 5th - Run Back to School 5K & Fun Run
Oct 13th - NO SCHOOL - Columbus Day
Oct 15th - Early Dismissal
Oct 24th - Halloween Movie Night - PARADE 5:30PM / MOVIE 6PM

NOVEMBER

Nov 4th - NO SCHOOL - Election Day / PTO Bake Sale
Nov 10th - PTO Meeting (ONLINE) 7-8 PM
TBD - Scholastic Fall Book Fair !!
Nov 12th - 14th Early Dismissal & Teacher Conferences
Nov 26th - Early Dismissal
Nov 27th - 28th - NO SCHOOL - Thanksgiving Recess

DECEMBER

Dec 10th - Early Dismissal
Dec 23rd - Early Dismissal
Dec 24th - Jan 2nd - NO SCHOOL - Winter Break

JANUARY

Jan 12th - PTO Meeting @ 8:30AM inside Cafeteria
Jan 14th - Early Dismissal
Jan 19th - NO SCHOOL - MLK Day
Jan 25th - Family Ice Skating Afternoon!!
Jan 29th - Cultural Fair

FEBRUARY

Feb 13th - Early Dismissal
Feb 16th & 17th - NO SCHOOL - Presidents' Day & Winter Recess
Feb 20th - March 6th - Read-A-Thon
Feb 27th - BINGO NIGHT inside Cafeteria 6:30PM - 8PM

MARCH

Mar 9th - PTO Meeting (ONLINE) 7-8PM
TBD - Scholastic Spring Book Fair !!
Mar 10th-12th Early Dismissal & Teacher Conferences
Mar 13th - NO SCHOOL

APRIL

Apr 2nd - Academic Fair 6P -7P inside Cafeteria
Apr 3rd - NO SCHOOL
Apr 13th - Apr 17th - NO SCHOOL - Spring Recess
Apr 22nd - Early Dismissal
Apr 25th - Earth Day Cleanup!
TBD - Hartford Yard Goats Game!!
Apr 29th - Apr 30th - Art Show

MAY

May 4th - May 8th Staff Appreciation Week
May 8th Walk / Bike to School Day
May 20th - Early Dismissal
May 25th - NO SCHOOL - Memorial Day

JUNE

Jun 1st - Last PTO Meeting @ 8:30 AM inside CAFE
TBD - Field Day
Jun 10th - Last Day Of School / Early Dismissal
(depending on snow days!)



PTO EVENTS

Events for the 2025-2026 school year are subject to change



Academic Fair.....4/2/2026

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

Cultural Enrichment Events

Latimer Lane School partners with the other schools in our district to bring cultural enrichment programs to our students each year. Last year we were fortunate enough to have three different events that the whole school enjoyed!

Dine-Out Nights

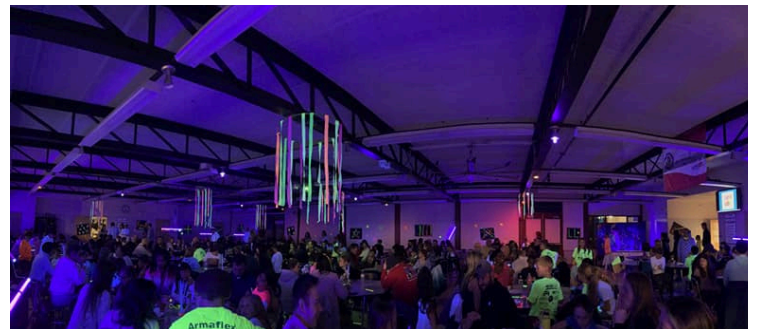
These are Latimer Lane's designated family nights at various local restaurants. These events are planned to give families the opportunity to dine out socially as a group while supporting local businesses. Take out is often an option too! The restaurant donates a portion of all sales generated back to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

Election Day Bake Sale11/4/2025

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-L-O-W Night2/27/2026

A Latimer Lane School favorite! Families play BINGO while getting to see all of their friends, eat snacks, and win prizes! Mr. Luzietti MC's this event and offers the grand prize of lunch with the principal for the winner and a friend. Last year's BINGLOW was a crowd favorite!



Family Halloween Event10/24/2025 (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 Afternoon.....1/25/2026 (FREE to Latimer Families)

This is Latimer Lane's designated Family Skate Event at the Simsbury Farms Ice Rink. Enjoy Skating, Hot Cocoa, and a fun time with family and friends.

Read-A-Thon2/20/2026 to 3/6/2026

Last spring was Latimer Lane's first annual Readathon where we raised over \$11,000 for the PTO. The kids looked forward to reading and participating in pajama reading days and winning various prizes.





PTO EVENTS

Events for the 2025-2026 school year are subject to change

Run Back to School 5K/1K & Fun Run10/5/2025

Celebrate the start of the school year by joining the community for a fun event to promote healthy and active students and families. Run or walk the 5K, 1 Mile Run, or Fun Run. This event is for all ages & abilities. Proceeds will benefit the Latimer Lane School Physical Education Program.

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, but it also supports classroom libraries and the Latimer Lane Library Media Center.

Staff Appreciation Week5/4/2026 to 5/8/2026

Held around nationally recognized Teacher Appreciation Day, the committee treats the 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 Day5/8/2026

An annual event sponsored by the Safe Routes to School Committee that takes place in both the fall and spring time. 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

PTO MEETINGS DATES / TIMES

We aim to make PTO meetings as accessible and transparent as possible. We alternate morning in-person sessions with evening virtual ones.

***Links to virtual meetings will be posted on Instagram and Facebook*

!!! SAVE THE DATE(S)!!!

September 8th, 2025

8:30 AM - 9:30 AM (CAFETERIA)

November 10th, 2025

7:00 PM - 8PM (ZOOM)

January 12th, 2026

8:30 AM - 9:30 AM (CAFETERIA)

March 9th, 2026

7:00 PM - 8:00 PM (ZOOM)

June 1st, 2026

8:30 AM - 9:30 AM (CAFETERIA)



OUR PTO COMMITTEES

Academic Fair Committee

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

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 - BINGLOW Committee

This committee plans and executes the BINGLOW night event.

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 Committee

This committee plans, coordinates, and executes the annual Back To School runs 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

This committee plans, coordinates, and executes the two book fairs held in the Fall & Spring.

Ski Club Committee

This committee is a group of parents who plan and chaperone the seasonal Ski Club at Latimer Lane School. The club travels to Ski Sundown in New Hartford, CT throughout the winter.

Staff Appreciation Committee

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

Welcoming Committee

This committee helps set up events for families new to the school. Some of these events include summer playground playdates and an ice cream social for incoming kindergarteners and new families.

For more information on specific committees please reach out to Amanda Moyal at aejohnson04@gmail.com or one of the Committee Chairs listed in this guidebook.

STAY INFORMED

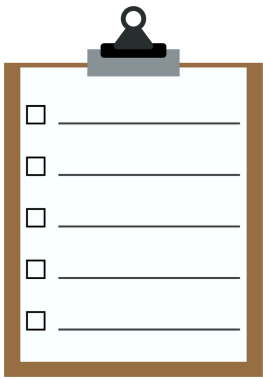
1. Read Our Monthly PTO Newsletter Inside Principal Luzietti's Ledger

2. 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 ****

3. Follow Us On Instagram At: [@latimerlanepto](#)



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

Import Latimer Lane School's calendar into your own calendar apps through the RSS link at:

<http://www.simsbury.k12.ct.us/schools/latimerlane>

Don't forget to CHECK BACKPACKS!

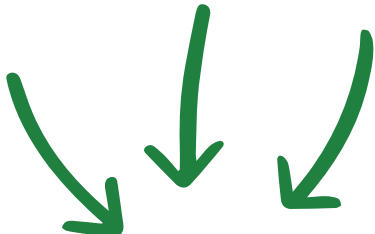
Important reminders and communications often come home via paper backpack flyers!



Read our newsletter, make membership donations, and stay up to date on ALL things Latimer Lane by visiting:

www.latimerlanepto.com




[CLICK HERE](#)
[TO DONATE](#)