



Parent Teacher Council of Stamford Handbook Part II 2016-2017

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See Handbook Part I for administrative information and resources

Parent Teacher Council of Stamford Mission Statement

Parent Teacher Council of Stamford and its member schools share the common goals of:

- I. Promoting the welfare of children and youth in their schools and communities
- II. Bringing the home and the school into closer cooperation in the education of children.
- III. Providing opportunities for faculty and parents to exchange information that will enhance the educational environment for all children.
- IV. Enhancing the school's curricular and after school programming to enrich the student's education.

This Mission Statement and your by-laws should guide all of your work and decisions. The Mission Statement was created when applying for the tax-exempt status and it is important that your PTO follow this mission.



888 Washington Boulevard, Stamford, CT 06904

September 2016

Welcome to PT Council for the start of the 2016-2017 school year!

Thank you for your commitment to the Stamford Public Schools. We look forward to another exciting year working with you in an ongoing partnership that we hope is beneficial to every school in the district.

Part II of the PTC Handbook includes information specific for this year. Print and share it with your PTO board or any general member who might want the information as needed. Additionally, please use the PTC Handbook Part I for resources for your PTO to use throughout the year.

The Parent-Teacher Council has three primary functions:

We act as the umbrella group for all of the Parent-Teacher Organizations in the Stamford Public Schools. This allows us to purchase a group liability insurance policy that covers each member PTO. The PTC also has a 501(c)(3) tax status that covers all of the member organizations. (Please see page XX for details of this year's insurance policy.)

We distribute information about Stamford's public education system. We organize events such as the annual Board of Education Forum. This Forum gives the community an opportunity to hear directly from Board of Education hopefuls. Also, members of PTC regularly attend Board of Education meetings and many Board of Ed committee meetings. We share the information we've gathered at the general PTC meetings and through e-mail blasts to the PTC reps and PTO presidents.

We are a support network for your PTO. We disseminate information about educational issues and student-related activities so parents, students and teachers can be involved in the community to the fullest extent possible. We also hold an annual PTO Treasurer's meeting and facilitate meetings of PTO Presidents where the presidents can discuss ideas and share successful PTO strategies.

Please make sure that there is a representative from your school at each general PTC meeting to keep current on what is going on in the Stamford Public Schools. The Superintendent and members of the Board of Education will be invited to meetings as appropriate to talk about topics that are relevant to our schools. Meetings also include guest speakers, and we will also have themed meetings to share best practices, such as finances, enrichment, and fundraising ideas.

The PTC is everyone's organization – by working together, we can strengthen our school community and the education of our children. Please let us know if your PTO has questions or suggestions on how we can be better partners. Thank you for your continued support and cooperation.

Lori Johnston
Senior Co-President

Lynn Rule
Junior Co-President

Executive Board 2016-2017

Senior Co-President:	Lori Johnston	lori@johnston.net	203-325-4731
Junior Co-President:	Lynn Rule	lynn.rule15@aol.com	203-253-5913
Past President:	Regan Allan	regana@optonline.net	203-961-1456
1st Co-Presidents:	Christine Meek Kim Kempton	cmbuono@aol.com kkempton@optonline.net	917-848-0179
2nd Co-Presidents:	Stephanie O'Shea Leigh DeMarco	stephanieo@optonline.net leighleigh1@gmail.com	203-967-8721 917-312-2023
Co-Treasurers:	Nina Doughney	ndoughney@gmail.com	203-979-5600
Recording Secretary:	Jeanette Bilicznianski	biltro96@gmail.com	203-524-4446
Corresponding Secretary:	Marcella Branca	nymarcy@hotmail.com	203-570-1727

You will be receiving most of your PTC email from PT_Council_of_Stamford@mail.vresp.com
Please make sure this email address is not blocked in your email program.

PTC Committee Chairpersons:

Advocacy:

Regan Allan	regana@optonline.net	203-961-1456
Stephanie O'Shea	stephanieo@optonline.net	203-967-8721

Technology:

Danette Melchionne	dmelchionne@gmail.com	203-327-3191
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SCOPES (Stamford Coalition of Parents Expecting Success):

Lynn Rule	lynn.rule15@aol.com	203-253-5913
Stephanie O'Shea	stephanieo@optonline.net	203-967-8721

2016-2017 Meeting Dates

Thursday, September 22nd
Thursday, November 17th
Thursday, January 12th
Thursday, March 16th
Thursday, May 18th

All meetings will be held at 7:30pm in the 5th Floor Board Room at the Gov't Center.
All meetings will be held in the 5th floor Board Room, Government Center, 888 Washington Blvd.

**PT COUNCIL OF STAMFORD
INSURANCE COVERAGE OVERVIEW**

2016-2017 Current Coverage

It is important to know that the insurance policy contracted by the PT Council of Stamford has been updated to provide each school with the following coverage:

General Liability	\$1,000,000 per incident
Personal and Advertising Injury	\$1,000, 000 per incident
Products Completed Operations Aggregate	\$2,000,000 per incident
General Aggregate	\$2,000,000 per incident
Medical Payments	\$1,000 each person

Crime

Employee Theft \$100,000 for treasurers, \$1000 deductible

Automobile

Bodily Injury and Property Damage Liability \$1,000,000 per incident
Hired and Non-Owned

Umbrella

Each Occurrence	\$1,000,000 per incident
Aggregate	\$1,000,000 per incident
Retention	\$10,000 per incident

Underlying Coverage- General and Auto Liability

Directors and Officers Liability

Limit of Liability- each claim and aggregate (Covers presidents and treasurers)	\$1,000,000
Retention- each claim	\$1,000

Alcohol

The PT Council will NOT cover events at which alcohol is supplied and/or sold by the PTO unit. Events that include the serving of alcohol must be held at an establishment holding a liquor license, and the transaction of any drink purchase must transpire between that establishment and the purchaser. The purchase of liquor must be completely SEPARATE from any other ticket/event price. Otherwise, the school PTO unit MUST purchase an alcohol rider. Cost is approximately \$600 per event.

Examples:

Liquor purchased, supplied or sold by the PTO unit is NOT acceptable.

If you are having an event where liquor will be served, you must complete the Special Event- Liquor Liability Supplemental Application found on the PTC website.

Medical

The current policy does not provide medical insurance. The current policy will however provide supplemental medical coverage for injuries to a non-member at a PTC event.

High Risk It is important that any events posing a “high insurance risk” be discussed with the PTC Presidents and/or Treasurer in advance so that an assessment can be made if additional insurance is necessary.
Examples: Carnival with dangerous or mechanical rides
Bungee Jumping or Racing Events
Fireworks
Bouncy houses
5K using public roads
Events with over 500 participants
And some others

Coverage to include the following specific events:

after school programs
arts and crafts activities
bake or food sales
beautification projects
book fairs
carnivals (minus mechanical rides)
cultural nights(international night, African-American night...)
enrichment programs (chess, Learning to Look, language)
school portraits
fashion shows
field days
grad nights/after prom parties
ice cream socials
movie nights
parent education workshops
parent social events
performing arts events/programs
pizza nights
regular PTO and PT Council meetings
science fairs
skating parties
spelling bees and other academic competitions
talent shows

In order for your group to have coverage, however, please note the following requirements:

- 1) All schools must pay annual dues, payable to PT Council of Stamford. **This year’s dues are \$375.00 and must be paid by November 1st.** All dues will be applied to insurance coverage and other anticipated PT Council-related expenses for the 2016-2017 school year.
- 2) All fliers and posters announcing PTO sponsored events are required to contain the words: **“Sponsored by (your school’s name) PTO, member of PT Council of Stamford.”** Failure to do so could invalidate your insurance coverage for that event.
- 3) A school’s parent-teacher organization must be a member in good standing of PTC, meeting all requirements of membership.
- 4) Where necessary and appropriate, you must complete and submit the Special Event Supplemental Application form found on the PTC website.

To file a claim, or if you have any further questions, please feel free to contact the PTC Treasurer.

Stamford Public Schools Administrative Contact List

District Administration/Central Office (All Phone Numbers prefixed by “(203) 977-)”

Earl Kim- Superintendent of Schools 4676 ekim@StamfordCT.gov
Dr. Michael Fernandes- Ass't Superintendent-Secondary 4567 mfernandes@StamfordCT.gov
Dr. Tamu Lucero- Ass't Superintendent-Elementary 4912 tlucero@StamfordCT.gov
Hugh Murphy- Executive Director, Finance 5011 hmurphy@StamfordCT.gov
Mike Meyer- Exec Dir, Support Services & Special Programs 5620 mmeyer@StamfordCT.gov
Steve Schneider- Director, Transportation 4249 sschneider@StamfordCT.gov
Sharon Beadle- Public Affairs Officer 4095, sbeadle@stamfordct.gov

Address: Stamford Public Schools, Gov't Center, 888 Washington Blvd. Stamford, CT 06901

Board of Education Members (as of 9/22/16)

Mr. Geoff Alswanger, President 117 Hardesty Road, Stamford, CT 06903	galswanger@stamfordct.gov	(203) 968-0233
Mr. Jerry Bosak, Vice President 453 Shippan Avenue, Stamford, CT 06902	gbosak@stamfordct.gov	(203) 223-2567
Mr. David Mannis, Secretary 34 Greenbrier Lane, Stamford CT 06903	dmannis@stamfordct.gov	(203) 406-7339
Mr. Mike Altamura 1603 Newfield Avenue, Stamford CT 06905	maltamura@stamfordct.gov	(203) 962-2871
Mrs. Betsy Allyn 138 Dannell Drive, Stamford, CT 06905	ballyn@stamfordct.gov	(203) 964-7429
Mrs. Jennienne Burke 220 Davenport Farm Lane West, Stamford, CT 06903	jburke@stamfordct.gov	(203) 595-8340
Mr. Andy George 7 Sweet Briar Lane, Stamford, CT 06905	ageorge@stamfordct.gov	(203) 322-3511
Mrs. Angelica Gorrio 33 Pine Hill Avenue, Stamford CT, 06906	agorrio@stamfordct.gov	(203) 274-5366
Mrs. Jackie Heftman 97 Acre View Drive, Stamford, CT 06903	jheftman@stamfordct.gov	(203) 329-8108
Mayor David R. Martin (Non-Voting) Stamford Government Center, 10th Flr. 888 Washington Blvd., Stamford, CT 06901	dmartin@stamfordct.gov	(203) 977-4150

It is important to maintain contact with Board of Ed members to keep them aware of what is happening in their district's public schools.

Board of Education Meeting Information

Generally, the regular meeting is the last Tuesday of the month (except November 22nd and December 6th). Time for the Public to Be Heard is only included on the agenda for the regular meeting. The days for committee meetings vary. Check www.stamfordpublicschools.org for the most up to date information. Regular meetings start at 7pm and are held in the Board of Education Board Room on the 5th Floor of the Stamford Government Center.

You may also view the minutes of Board of Education meetings or view the actual meeting. They are recorded. The link is <http://www.stamfordpublicschools.org/board-education/pages/videos-regular-and-committee-meetings>

Press Contacts:

The Advocate

Evan Simko-Bednarski
John Breunig

esimko-bednarski@scni.com
john.breunig@scni.com

Daily Voice

Frank MacEachern

fmaceachern@dailyvoice.com

News 12 (Cablevision)

News12ct@news12.com

Itsrelevant.com

Ali
Daniel Klein

ali@itsrelevant.net
dan@itsrelevant.net

The Hour

Pat Tomlinson

203-354-1046

La Voz

Carmen Godoy

cgodoy@lavozhispanact.com

El Sol

news@elsolnews.com

Stamford Magazine

Camilla Herrera

camillah@mofflymedia.com

Stamford Plus

Naiden Stoyanov

pr@canaiden.com

Stamford Board of Representatives

29th BOARD OF REPRESENTATIVES – August 9, 2016

Government Center
88 Washington Boulevard
P.O. Box 10152, Stamford, CT 06904-2152

TERM: 12/1/13 - 11/30/17
26 Democrats/14 Republicans
Fax: 203-977-5503
E-Mail: bdreps@stamfordct.gov

President & Dep Mayor	Randall M. Skigen	<i>Office Staff & Telephones:</i>	
Clerk of the Board	Annie M. Summerville	Valerie Rosenson, Legislative Officer	977-5032 vrosenson@stamfordct.gov
Majority Leader	Elaine Mitchell	Angie Staley, Administrative Clerk	977-4027 astaley@stamfordct.gov
Minority Leader	Mary L. Fedeli	Sheila Hughes, Office Support	977-4024 shughes@stamfordct.gov
Deputy Majority Leaders	Gloria G. DePina & Marion McGarry	Democratic Caucus Room	977-4308
Deputy Minority Leaders	Frank Cerasoli & Carl Franzetti	Republican Caucus Room	977-4313

Party/district	Name	Address	Res. #
D-3	Adams, Terry B.	15 Lipton Place, 06902	325-3786
D-12	VACANT		
R-18	Caterbone, James F.	207 Slice Drive, 06907	329-0479
R-15	Cerasoli, Frank D.	25 Todd Lane, 06905	595-9383
D-3	Coleman, Elise	P.O. Box 112009	978-0894
R-15	Coppola Jr., Joseph	102 Belltown Road, 06905	348-1879
R-13	Day, Harry	82 Wild Duck Road, 06903	322-0217
D-2	de la Cruz, Virgil	94 Davenport Drive, 06901	977-8627
R-14	DeLuca, Robert ("Gabe")	27 Long Hill Drive, 06902	324-9194
D-5	DePina, Gloria G.	21 Richmond Place, #8, 06902	358-8119
D-7	Di Costanzo, Monica	431 Glenbrook road #6, 06906	517-8985
R-17	Fedeli, Mary Lisa	7 Gilford Street, 06907	353-0405
D-8	Figueroa, Anabel D.	101 Lawn Avenue, 06902	569-6203
R-14	Franzetti, Carl J.	61 High Clear Drive, 06905	322-9280
D-10	Giordano, Philip J.	54 W. North Street #305, 06902	348-7074
D-4	Giraldo, Willy	56A Blachley Road, 06902	829-3422
D-8	Heaphy, Eileen	247 Hamilton Avenue #4, 06902	425-9782
R-17	Hoch, Jonathan	116 Knapp Street, 06907	978-1277
R-16	Kolenberg, Steven	97 Harvest Hill Lane, 06905-2816	461-0063
D-11	Liebson, Alice R.	2437 Bedford Street, F14, 06905	609-1086
R-20	Mahoney, Dennis	73 Wynnewood Lane, 06903	595-0153
D-12	McGarry, Marion	26 Underhill Street, 06902	273-3102
R-18	McMullen, J.R.	165 Slice Drive, 06907	979-8360
D-9	McNeil, Valerie D.	211 West Avenue, 06902	323-8452
D-7	Miller, Lindsey	46 Oakdale Road, 06906	324-4745
D-2	Mitchell, Elaine	485 Fairfield Avenue #4, 06902	967-2168
D-10	Moore, Mavina F.	35 West Broad Street, #321	862-9823
D-20	Nabel, Susan	39 Jordan Lane, 06903	322-4217
R-19	Okun, Gail	245 Erskine Road, 06903	322-7496
D-6	Patterson, Denis W.	101 Grove Street #20, 06901	357-1629
D-9	Pratt, Rodney	16 Sylvandale Ave, 06902	667-7581

D-16	Quinones, Matthew	72 Cedar Heights Road, 06905	667-6295
R-1	Ryan, Kieran	345 Stamford Avenue, 06902	536-0487
D-4	Savage, Mary	14 Lillian Street, 06902	324-9189
D-19	Skigen, Randall M.	51 Boulder Brook Drive, 06903	322-7184
D-13	Silver, Keith	525 Westhill Road, 06902	912-3615
D-6	Summerville, Annie M.	109 Tresser Blvd. #11F, 06901	327-7790
D-5	Wallace, Lila	28 Perry Street, Apt. 9J 06902	324-2425
R-1	Watkins, David	257 Ocean Drive West, 06902	348-9213
D-11	Zelinsky, John R., Jr.	109 Fourth Street, 06905	348-3870

Board of Finance

Chairman

Richard Freedman rfreedman@gardenhomesmanagement.com 203-322-1218
 115 Haviland Road, 06903

Vice Chair

Mary Lou T. Rinaldi mrinaldi@stamfordct.gov 203-322-9655
 56 Mary Violet Road, 06907

Salvatore Gabriele sgabriele@stamfordct.gov 203-536-3220
 118 Shadow Ridge Rd, 06905

Dudley Williams dnwill@optonline.net 203-329-9907
 101 Dogwood Lane, 06903

Shelley Michelson 203-981-5485
 111 Idlewood Drive, 06905

David Kooris 203-685-0420
 25 Forest Street, 5G 06901

Office Staff

Cynthia R Winterle, Clerk cwinterle@ci.stamford.ct.us 203-977-4699

The Board holds regular meetings on the second Thursday of each month at 7:00 p.m., unless changed by resolution. Additionally, the Mayor or any two members may call a special meeting to handle urgent business in between regular meetings. Meetings are held in the Board of Finance Meeting Room on the 4th Floor of the Stamford Government Center. Meetings are open to the public and include a brief period of time for public comment on any issue on the meeting agenda.

Elected State Officials

State Representatives

144th ASSEMBLY DISTRICT

Representative Caroline Simmons (D)

Email: caroline.simmons@cga.ct.gov
Web: www.housedems.ct.gov/simmons
Ph: (860) 240-8585
Fax: (860) 240-0206

145th ASSEMBLY DISTRICT

Representative Patricia Billie Miller (D)

Email: patricia.miller@cga.ct.gov
Web: www.housedems.ct.gov/miller
Ph: (860) 240-8591
Fax: (860) 240-0206
Legislative Asst: luz.osuba@cga.ct.gov

146th ASSEMBLY DISTRICT

Representative Terry B. Adams (D)

Email: terry.b.adams@cga.ct.gov
Web: www.housedems.ct.gov/adams
Ph: (860) 240-8553
Fax: (860) 240-0206

147th ASSEMBLY DISTRICT

Representative William Tong (D)

Email: william.tong@cga.ct.gov
Web: www.housedems.ct.gov/tong
Ph: (860) 240-0413
Fax: (860) 240-0206

148th ASSEMBLY DISTRICT

Representative Daniel J. Fox (D)

Email: dan.fox@cga.ct.gov
Web: www.housedems.ct.gov/foxd
Ph: (860) 240-8585
Fax: (860) 240-0206

State Senators

27TH SENATE DISTRICT

Senator Carlo Leone (D)

Deputy President Pro Tem
Web: www.senatedems.ct.gov/leone.php
Email: Go to website and submit form
Ph: (860) 240-8600
Toll Free: (800) 842-1420
Fax: (860) 240-0208
Legislative Aide: Michael Bloom (860) 240-0589

36TH SENATE DISTRICT

Senator L. Scott Franz (R)

Web: www.ctsenaterepublicans.com/home-frantz
Email: scott.franz@cga.gov
Ph: (860) 240-8800
Toll Free: (800) 842-1421
Fax: (860) 240-8306
Legislative Aide: Katelyn Liegeot (800) 842-1421

PTO EXEC BOARD CONTACT LIST 2016 – 2017

School		Name	Phone	Email
Davenport	Co-President	Catherine Garvin Maggie Andersen	203-569-0888 516-982-5442	catherine.garvin@ey.com MGAndersen@legggmason.com
	Treasurer	Brook Manewal	917-721-3026	bdmanewal@gmail.com
	PTC Rep	Sheryl Brown	203-898-5595	sherylb2004@sbcglobal.net
Hart	Co-President	Tracie Dinc Zareen Husain	914-282-0990 203-536-0536	dinctg@gmail.com zareenusain@gmail.com
	Co-Treasurer	Monique Hitlin Amy Notter	917-693-0054 203-559-6244	Amy.notter@gmail.com
KT Murphy	Co-President	Jennifer Rice Lydia O'Hagan	203-316-8217 203-961-1945	jenrice03@yahoo.com lohagan@stamfordct.gov
	Co-Treasurer	Tracy Zaritsky Michelle Amezane	203-504-8713 203-569-9336	tracyzaritsky@yahoo.com mamezzane@hotmail.com
Newfield	Co-President	Nicole Kapitan Jackie Dudek	203-969-4272 203-348-5803	nlkapitan@aol.com mjhdudek@yahoo.com
	Co-Treasurer	Amy Muslim Rachel Deenihan	917-841-7460	amy.muslim@me.com iavac@optonline.net
	PTC Rep	Leigh DeMarco	917-841-7460	leighleigh1@gmail.com
New School @ Strawberry Hill	Co-President	Janice Kane Rosa Toro	203-945-9030 718-506-8102	jskane06@gmail.com mtoro@yahoo.com
	Treasurer	Akash Sadhu	248-736-3621	akash.sadhu@gmail.com
	PTC Rep	Jennifer Forman	740-258-8051	jbsaund1@yahoo.com
Northeast	Co-President	Melissa O'Neill Jacque Sanchez	203-550-3757 914-450-6321	nepto.melissaoneill@gmail.com jacsanchez715@gmail.com
	Co-Treasurer	Kristen D'Ambrosio Michelle Mozingo	203-253-2908 917-439-5012	pdandkkd@yahoo.com mozingo.michelle@gene.com
	PTC Rep	Christine Meeks	917-848-0179	cmbuono@aol.com
Rogers	President	Shruti Agarwal	203-550-6240	shruti@dssllc.com
	Co-Treasurer	Jane Masone Gulay Philip	203-858-8199 203-585-7760	jgabemasone@coca-cola.com gulay.philip@yahoo.com
	PTC Rep	Lynn Tusa	203-273-6370	hltusa@aol.com
Roxbury	Co-President	Carolyn Neyer Christina Acocella	203-249-7383 203-273-1722	neyer@optonline.net csalony@hotmail.com
	Treasurer	Maghan Fogarty	203-219-7632	mwfogarty77@gmail.com
	PTC Rep	Michelle Strezoski	646-354-9552	imstrez@optimum.net
Springdale	Co-President	Tanya Heigel Alina Loboza	203-536-4913 203-979-0841	tan013@aol.com alina@loboza.com
	Co-Treasurer	Stacey Karipides Naomi Marks	203-981-8385 203-273-4650	skaripides@optonline.net nsobel@hotmail.com

This Contact List is for members only and may not be used for business, political or religious purposes.

PTO EXEC BOARD CONTACT LIST 2016 – 2017 Continued

School		Name	Phone	Email
Stark	Co-President	Ellen Laichtman Darcey Trudeau	646-872-7574	ejlaichtman@optimum.net darceytrudeau@gmail.com
	Co-Treasurer	Beth Brucker Sue Iacovacci	203-621-4861 203-321-5686	kermibaby2@gmail.com iacovello@optonline.net
	PTC Rep	Marcella Branca	203-570-1727	nymarcy@hotmail.com
Stillmeadow	Co-President	Kathleen Steinberg Danielle Palmer	203-388-8459 203-918-9500	KAF_1570@hotmail.com dpalmer724@gmail.com
	Treasurer	Michael Seitz Kristen Stops	646-554-6453 203-274-5909	kstops@gmail.com
	PTC Rep	Michelle Hole		Michelle.Hole@gmail.com
Toquam	Co-President	Aparna Sahgal Terri Mack Tuttle	917-331-7714 917-951-4259	aparnasahgal@gmail.com tmtotr@gmail.com
	Treasurer	Michelle Poris	203-561-7215	
	PTC Rep	Jeff Herz	917-913-5019	herzy69@yahoo.com
Westover	Co-President	Karen Anderson Sue Neville	203-273-7277 508-245-9546	nerak999@yahoo.com wolfie97@aol.com
Cloonan	Co-President	Joanne Liu Moirra Sawch	917-648-9203	joliu@hotmail.com moira@snet.com
	Treasurer	Jeanne Stefanowicz		jmsdfs@optonline.net
	PTC Rep	Lori Johnston	203-325-4731	lori@johnston.net
Dolan	Co-President	Stephanie O'Shea	203-967-8721	stephanieo@optonline.net
	Treasurer			
	PTC Rep	Debbie Gibb		DGibb@stamfordct.giv
Rippowam	Co-President	Kathleen Pia Kelly Robb	203-961-9627 617-699-9233	kprendy@optonline.net kelly@connorrobb.com
	Treasurer	Christine Tippelman Linda Socci	203-912-4886 203-536-1069	cat04@optonline.net linsoc@yahoo.com
	PTC Rep	Nancy Herz	203-561-7938	ten4nh@gmail.com
Scotfield	Co-President	Kim Schweber Michelle Lesser	203-461-9828 203-569-3555	kimschweber@aol.com mshelle1@aol.com
	Treasurer	Michael Phillips Karen Montagnese	203-274-5836 203-595-9484	
	PTC	Jeanette Bilicznianski	203-322-3960	karenmontagnese@yahoo.com biltro96@gmail.com
TOR	Co-President	Sandra McDonald Jen Laughlin	203-249-4890 203-868-1404	sandramc0704@gmail.com jlaughlin1@stamfordct.gov
	Treasurer	Kristin Van Dusen	203-273-1468	kristinvand@aol.com

This Contact List is for members only and may not be used for business, political or religious purposes.

PTO EXEC BOARD CONTACT LIST 2016 – 2017 Continued

School		Name	Phone	Email
AITE	President	Sue Feldman	203-348-7344	suefeld@hotmail.com
	Co-Treasurer	Leslie Palmer	203-357-9966	lpalmer1510@att.net
		Shawn McKeon	203-570-0645	shawnmartha@gmail.com
	PTC Rep	Kim Kurtz	203-569-5607	kimberly_kurtz@hotmail.com
Stamford	Co-President	Belinda Basile	203-353-0450	belindabasile@optonline.net
		Susan Bolognino	203-322-9356	sjdb@optonline.net
	Co-Treasurer	Debbie Kidd	203-249-1431	dakracing@yahoo.com
		Colleen Henkel	203-253-3856	jimsducky@optonline.net
	PTC Rep	Lynn Rule	203-461-9746	lynn.rule15@aol.com
Westhill	Co-President	Zoe Schwartz	203-595-9185	danzoe@optonline.net
		Elicia Lang	203-322-6290	elicialang@yahoo.com
	Treasurer	Melissa Friedman	203-329-6567	melijim@optonline.net
	PTC Rep	Alyssa Wallen	203-968-8862	aawallen@aol.com

Issued as of September 22, 2016

This Contact List is for members only and may not be used for business, political or religious purposes.

Mr. Earl Kim
Superintendent of Schools



Al Barbarotta
AFBCM
Facilities Management

Stamford Public Schools
EXCELLENCE IS THE POINT.
Board of Education
Facilities Management Department
Phone (203) 977-4525 - Fax (203) 977-5547

STAMFORD SCHOOL SPONSORED EVENT

THIS FORM MUST BE SUBMITTED 2 WEEKS PRIOR TO THE BOARD OF EDUCATION FACILITIES OFFICE,
GOVERNMENT CENTER, 3RD. FLOOR 977-5547-FAX, POLICE DEPT 977-5920-FAX, FIRE MARSHALL 977-5475-FAX

DATE OF APPLICATION: _____ SCHOOL REQUESTED: _____

APPLICATION MADE BY: _____ PHONE NUMBER: _____

SPACE REQUESTED: _____ CLASSROOMS _____ AUDITORIUM _____ MEDIA CENTER _____ BATHROOM _____ GYM _____ OUTDOORS

EVENT DESCRIPTION: _____

BILLING INFORMATION: _____ PTO EVENT _____ SCHOOL SPONSORED EVENT

EVENT DATE: _____ EVENT START: _____ AM/PM EVENT END: _____ AM/PM

ANTICIPATED ATTENDANCE: (check one) _____ 1-25 _____ 26-50 _____ 51-100 _____ 101-150 _____ 151-200
_____ 201-250 _____ 251-300 _____ 301-350 _____ 351-400 _____ 401-450 _____ 451-500 _____ 501 plus

ADMISSION: _____ WILL BE CHARGED _____ WILL NOT BE CHARGED

ADDITIONAL REQUESTS FOR THE EVENT: _____ CHAIRS _____ TABLES _____ PODIUM _____ BLEACHERS

OTHER _____

TECHNOLOGY NEEDS FOR EVENT: _____ Projector (school tablet) _____ Projector (DVD/VCR) _____ Projector (laptop computer)
_____ Screen _____ Microphone(s) # needed _____ Other: _____

REQUESTS HAVE BEEN SUBMITTED FOR: YES NO POLICE (977-5920) YES NO EMT
 YES NO FIRE (977-5475)

In making this application, we agree to abide by the guidelines governing Stamford Public Schools Sponsored Events
as set forth in the Board of Education Policy

EVENT ORGANIZER: _____ DATE: _____

ADMINISTRATOR: _____ DATE: _____

FACILITIES DEPT: _____ DATE: _____

**ONLY FOR USE BY THE BOARD OF EDUCATION FACILITIES OFFICE
CUSTODIANS OVERTIME APPROVAL**

Number of Custodians
per Day =

Number of Hours per Custodian
per Day =

Total Overtime Hours
Approved per Day =

Custodial cost per hour is \$47.00 based upon contractual rate

BOE Facilities Office Signature

Date

Distribution:

Date Received: _____
Date Distributed: _____

- BOE Facilities, 3rd Floor
- Head Custodian
- Applicant
- School Main Office