

Rohrerstown Elementary PTO
Meeting Minutes
Wednesday, May 29, 2019

- I. Welcome and Greeting: Dawn Ruppert
A. Dawn Ruppert welcomed everyone and called the meeting to order.
- II. President's Report:
Dawn Ruppert shared the following information.
A. Super PTO Recap:
- They are looking into having a Fall and Spring – Collaboration Meeting
 - Discussed a kick off meeting @ PAC (providing breakfast items for the staff)
 - Attendance Areas & Feasibility Study will continue to be a topic of discussion
 - Lead Testing was complete across the district
 - The district is reviewing the items on the “back to school list”
 - District-wide fundraising was discussed for continuity across the district
 - Clearances- In some buildings secretaries handle this and send the lists to HR. It is the school's responsibility to make sure that people who need clearances get them.
 - Snacks in the elementary classroom (including parties)
 - o Look at elementary handbook (address this)
 - o Allergies
 - o Advised building principals that if any changes are needed, they needed to communicate it.
 - o We give guidance but schools can do more restrictive changes if needed but principals must communicate it.
 - Concerts during the day are a management concern – safety concerns, custody, clearances
- III. Treasurer's Report: Sunil Mathew
Sunil Mathew shared the following information.
A. Approximately \$1000.00 was made from the Stauffers of Kissel Hill Rewards and Giant.
B. Rita's Italian Ice will be provided for all children on Friday, May 31, due to the financial success of the Fun Fest
- IV. Principal's Report: Kathy Swantner
A. Kathy Swantner was not present.
- V. Teacher's Report
Mrs. Reddig and Mrs. Skundrich shared the following information.
A. The staff was really thankful for the teacher breakfast and luncheon. They also enjoyed the gift card giveaways!
- VI. Ways & Means:
Petrina Skiles shared the following information.
A. We are looking forward to continuing restaurant nights, next year!
- VII. SPAC Report
Holly Landis shared the following information.
A. Feasibility, Enrollment, and Attendance Area Study - They've done walk throughs of the buildings. A report will be developed incorporating every building and how best to maintain it. They are also

currently looking at how to best balance enrollment numbers. Any changes would go into effect 2020-2021 school year.

- B. Update on lead testing. All samples taken from all the district schools in April meet state and federal standards for safe drinking water.
- C. Safe2say something is a hotline provided by PA attorney General that began in Jan. It is a statewide anonymous reporting program that students, parents or anyone in the community can use. It's available on an app, web, or by phone 1844saf2say. Tips are sent to a staffed crisis center and then directed to school officials. Hempfields own Tip 411 line will continue to be used also.
- D. Over the summer Hempfield website will be changing to a new template. Also, to make things more fun, Sapphire portal will be transitioning over to Powerschool

VIII. Used Book Cart Report: Heather Keller

Dawn Ruppert shared the following information.

- A. Recap from FunFest: we didn't do as well as in prior years ... I didn't have a chance to count the bucket before turning it in, but my last count had us around \$50, and we need to make sure that \$ amount is noted somewhere so it is appropriately-distributed to the Library & Reading Program. We didn't have lots of foot traffic (off in the corner didn't get passers-by) & most of our business comes from folks using up lingering tickets on their way home. In prior years, Sunil's announcements at 7pm (half-price books!) and 8pm (10 for a dollar books!) have created swarms of customers; if the MC at the basket raffle said anything, we couldn't hear him.
- B. Year-to-date: my plan was to add our \$ from the Book Fair & Fun Fest, but I don't have those numbers ... we had a fail in the Valentine's Day Book event, but I think that was out of our hands ... it was with Admin for not returning any sort of yay/nay on the project. Any suggestions on when we should submit the proposal, to avoid the fail again?
- C. Looking forward: We do well, both in earning \$ and serving the students/community, at the Book Fair, and it is my plan to repeat that in the coming year. I would like, very much, to do the Valentine's Day Book event (selling book coupons to families to hand out, in place of trinkets or candy) in the coming year. And we will do FunFest again, and I'll make sure we have more input into planning. This gives us 3 events, in November, February & May -- nicely-spaced, so we have time to collect more donations, get them shelved, and not over-saturate our community.

IX. Fun Fest: Jen Eshleman

Katie Zellers shared the following information.

- A. Fun fest was incredibly successful. The nice weather helped however we had a great team helping to pull off a great event.
- B. We made approximately \$8,300
- C. Concessions blew it out of the park
- D. Basket raffle made more than ever
- E. RES games were very successful

X. S. Clyde Weaver Sub Sale: Carissa Rhodes

Carissa Rhodes shared the following information.

- A. We were more successful than last year.
- B. We made \$787
- C. We sold 315 sub coupons and 116 soup coupons

XI. Q.U.I.C.K (Questions, Information, Comments, and Knowledge)

- A. We are still in need of a PTO President and Vice-President for the 2019-2020 school year.

- B. Bylaws may need reviewed or updated for the 2019-2020 school year.
- C. Board member banking information will need updated as well.
- D. The PTO encourages teachers to communicate to their student's families about upcoming PTO related events and activities.

Attendees: Dawn Ruppert, Katie Zellers, Sandi Provost, Sunil Mathew, Petrina Skiles, Carissa Rhodes, Holly Landis, Rita Reddig, Amy Skundrich

Thank you for coming!