

# Rohrerstown Elementary School PTO

## Virtual Meeting Agenda

### Monday, April 12, 2021

Zoom Meeting ID: 939 5092 4336  
Zoom Passcode: 354337

- I. Welcome and Greeting: Katie Zellers
- II. Secretary's Report: Meredith Baxter
  - a. Minutes from March 2021 were approved
  - b. PTO website updates were sent
- III. President's Report: Katie Zellers
  - a. Several positions will be open for the upcoming year:
    - Fun Fest overall chairperson
      - Food vendors
      - Basket raffle
      - Rides/games
    - Book Cart Chairperson
    - Vice President
    - Staff Surprises (Kelly Miller expressed interest in this)
  - b. Need to coordinate an organized way to promote and communicate these openings. Sending a communication before end of year would be helpful to generate interest.
  - c. Katie is working with Kelly on the rewards 'cheat sheet' to send out before the end of the year.
  - d. Week of May 3<sup>rd</sup> is Teacher Appreciation Week. The board would like to offer a teacher luncheon. Meredith, Heather and Laura will research a few cost effective options. Target date for the lunch is May 6<sup>th</sup>.
  - e. Basket raffle prizes are in the office.
    - Expired prizes – suggested the future chair call each vendor to see if they will extend the date. This was the preferred option.
    - They could be used at start of the year ice cream event – would need to charge admission and provide each guest a raffle ticket for entry for prize.
  - f. Fun Fest will not be a Fall event due to lack of volunteers and uncertainty about public gatherings in that time frame. A "Save Fun Fest" meeting may need to be scheduled for October/November. May need to start looking for vendors earlier. Katie will check availability for May 2022 before our next meeting.
- IV. Treasurer's Report: Laura Bender
  - a. 2020 - 2021 Budget Update – there is nothing to report. There are no transactions since last month. The Lancaster Cupcake check has been received but not deposited.
- V. Principal's Report: Kathy Swantner
  - a. Title I Parent Engagement
    - Federal mandate that all buildings must share. This is a report of what school is doing to engage with students and families in support of reading. "One Book Across the District" and other virtual game nights have taken place to encourage reading. The district is open to new ideas on how to facilitate better connection between home and school.
  - b. PSSAs are next week. Everyone will take exams at the same time in person. Snacks cannot be provided due to mask requirements and space limitations. Breakfast and

lunch is free to all students. If grade levels have already collected snacks – they will need to do this outdoors, weather permitting.

VI. Teacher's Report

- a. A microwave in the faculty room is broken. Katie supported using PTO funds for a replacement. Laura will research options.
- b. End of year activities will be sparse – freeze pops or other outdoor snacks were suggested and would be appreciated by the students. Katie suggested providing enough for the school and allowing teacher to access when they have their activity.

VII. SPAC: Jennifer Yurchak and Jenn Knepper – no updates were sent.

VIII. Fundraisers:

- a. Food Truck Event – Katie will contact Walk-o-Taco. Meredith will contact Scoops. Jackie will contact Lancaster Cupcake. Timing would be late May for an 'end of year' event.
- b. Penn Cinema Drive-in Movie Night – 32 cars have purchased tickets so far. 40 cars is the minimum. Jackie asked to resend the communication to encourage sign ups. At 40 cars the donation to RES will be around \$400.
- c. S. Clyde Weaver Sub Sale – Katie will reach out Carissa again to get this moving. Katie offered to support this effort.

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

**Thank you for your attendance!**  
**Next Meeting: Wednesday, May 25, 2021 at 6:30 pm**