

**Rohrerstown Elementary School**  
**PTO Virtual Meeting Minutes**  
**Monday, March 15, 2021**

Zoom Meeting ID: 980 1116 7340

Zoom Passcode: 371485

- I. Welcome and Greeting: Katie Zellers
- II. Secretary's Report: Meredith Baxter
  - a. Minutes from January 2021
- III. President's Report: Katie Zellers
  - a. Katie received thank you cards from staff for classroom funds. Funds were very used for classroom rewards, books, indoor recess activities and other items.
  - b. Areas of Opportunity:
    - Book cart is available for a future volunteer. Primary responsibility is to maintain inventory of donated books for free books in classroom libraries and at school events and Fun Fest. Time commitment is around 50 hours per year.
    - Clyde Weaver sub sale this Spring needs a chairperson. Dr. Swantner is going to check in with last year's chair, Clarissa Rhoades, to see if she is able to help again this year. Meredith Baxter and Kelly Miller offered to chair if she is unable.
    - Fun Fest has a chairperson, Katie O'Brian, with expectation for a Fall event. The intent would be to have a smaller event on an away Hempfield football weekend. There was some discussion around Saturday event (instead of Friday) but there may be less vendor availability or some vendors may require two days which could not be staffed by RES volunteers. Timing in the Fall will be important relative to the hours of daylight. Additional volunteers will be needed for the raffles.
    - There are donations intended for Fun Fest 2020 that have not been used. A license is required for a raffle – this will need to be renewed. There was discussion about using these in a general, online auction or saving until next year. Dr. Swantner will see what items are available and send a list for future discussion.
    - Laura suggested a "Save the Fun Fest" meeting to introduce chairperson and help other people feel confident volunteering. Katie will contact Jen Eshelman for help getting started since she was the most recent past chairperson.
    - Parents have expressed interest in additional food truck events. Having an event with multiple trucks is difficult to maintain CDC requirements. Meredith will research another truck possibility for mid-April.
- IV. Treasurer's Report: Laura Bender
  - a. 2020 - 2021 Budget Update
    - Laura also received an all staff thank you for the teacher gifts and

classroom funds.

- In addition to classroom funds, iPad charging cords were purchased which was a specific request from teachers.
- \$26 received from Amazon Smile. Waiting for Lancaster Cupcake proceeds.
- Expenses over income \$1,451.
- Total cash on hand \$35,427.
- Need to determine need for PSSA snacks and treat for end of the year classroom picnics.
  - PSSAs still occurring but schedule is being determined for in person and virtual students. More information will be available within the next two weeks. Snacks may or may not be needed. In the past, this has been handled with the teacher and room parent. This can be revisited at the April PTO meeting.
  - Dr. Swantner will discuss need for picnics or events in lieu of picnics will teachers.

V. Principal's Report: Kathy Swantner

- a. Heath Grim would like to do "Jump for THON" to support HHS Mini-Thon.
  - Event would run now thru early April in time for t-shirt orders.
  - Students who raise \$25 or more will receive a t-shirt.
  - Letter would go out to families ASAP.
- b. Title I Parent Engagement needs to be a line item on the next agenda for an official report. Meredith will have this corrected for the April meeting.

VI. Teacher's Report: Amy Skunrich

- a. Thank you for the donations and gifts.

VII. SPAC: Jennifer Yurchak and Jenn Knepper

- a. No report this month.

VIII. Fundraisers: Jacquelyn Pfursich

- a. Valentine's Day Cupcakes
  - \$1900 gross sales for the February event. RES PTO will receive 15% (~\$283) of proceeds.
  - There were a few minor issues with orders but they were corrected. The sign ups for pick up times went smoothly in relation to social distancing requirements.
- b. Food Trucks
  - Meredith will pursue a truck for mid-April.
- c. Drive In Penn Cinema for End of Year Event
  - May 1<sup>st</sup> showing "Raya and the Last Dragon"
  - 80 cars @ \$30 per car. Jackie will check for percentage proceeds to RES PTO, if applicable.
  - Vending sales available.
  - Flyer will be created with info to purchase tickets and pick spots. Open to all RES families and if space allows it will be open to other district families.
- d. T-shirt Sales (Heather Harris)

- Prices range from \$4 – \$8.85 per shirt. Higher quantity is cheaper.
  - Heather sent design options to Katie.
  - May be a project for start of the school year and Fun Fest given other current activities.
- IX. Q.U.I.C.K (Questions, Information, Comments, and Knowledge)
- a. Kelly Miller suggested compiling all external fundraising sources (SKH, Box Tops, Amazon Smile, etc) for new school parents.

**Thank you for your attendance!**  
**Next Meeting: Monday, April 12, 2021 at 6:30 pm**