

Rohrerstown Elementary School PTO Meeting Agenda

Tuesday, November 2, 2021

6:30 PM

Zoom Meeting ID: 898 6227 2080

Zoom Passcode: 296184

- I. Welcome and Greeting: Christen Tribbett
 - a. Christen regretfully resigns her position as president to focus on personal items. She will transition from her role with the help of Heather and the board.

- II. Secretary's Report: Meredith Baxter
 - a. September minutes approved
 - b. Contact to update website – will send in separate email

- II. President's Report: Christen Tribbett (delivered by Heather Harris)
 - a. Field Trip Requests
 - i. Received email from Katherine Kapinski (5th Grade) regarding in-school 'field trips' from LSF. Cost for all three class \$600. Another idea is the Civil War Traveling Truck which is \$140. Cost could be less if the trunk is picked up. This is an activity that has been supported in the past but the source of the funding is not clear. PTO did not pay for this in the 2020/21 school year.
 - ii. Given lack of fundraising capabilities, district wide Hempfield is looking at what funds are available to support these this year for all eligible grades.
 - iii. Designated field trip years are grades 2, 4 and 6.
 - iv. Need to determine how much money has been spent on field trips in prior years. Laura estimates \$10 - \$15K. \$25K available in savings but funding this could deplete reserve. Fundraisers are doing well to replenish some of this, especially considering Fun Fest is slated to happen. She will double check and will revisit for us.
 1. 6th grade – destination trip, ex. National Aquarium in Baltimore
 2. 4th grade – Harrisburg
 3. 2nd grade – Lancaster Walking Tour, LSF could be an option, environmental

- IV. Treasurer's Report: Laura Bender
 - a. 2021 - 2022 Budget Update
 - a. \$1522 profit. 426 pies! BEST PIE SALE EVER! Need successor for pie sale coordination – Laura is willing to chair but would like to offer
 - b. Owe \$5000 to Fun Fest company – Laura needs to get to the bank to make payment from savings account which she will do as soon as time permits. This accounts for half of total due – to hold date for rides/games.
 - b. \$100 Teacher "Gift" – distributed first week of October.

- V. Principal's Report: Kathy Swantner
 - a. Title I Family Engagement – contract with the district to discuss. Examples:

- a. How do reading specialists work with families in district?
- b. Game nights
- c. Virtual events
- d. Seeking additional ways to engage parents in the school
 - a. Schoology/Powerschool tutorials opportunity – how to navigate grades and grading process. Could be a ‘how-to’ webinar or 2 minute talk as an example.
- b. Rohrerstown Care Cart – typically \$50 for appreciation and student recognition. Does this line item in budget exist for something that can be offered for the whole school? Examples – prizes for school wide challenges, popsicle days, etc. Laura will check for past amount for reference. Teachers can submit receipts and get reimbursed.
- c. Thank you for \$100 gift.

VI. Teacher’s Report

- a. Thank you very much for the monthly gifts, \$100 classroom gifts and the conference dinner
- b. Field trip discussion is important to planning process. Teachers would like to get something planned for the kids. Decision will ultimately be made by the district but it is important to start scheduling dates.

VII. SPAC: Jennifer Yurchak and Jenn Knepper

- a. Heather will be stepping for Jennifer Yurchak for another two term. Jenn Knepper will continue for the next year of her term. First meeting is Monday, 11/8.

VIII. Upcoming Events:

- a. Family Fun Night – Wednesday, 11/10
 - a. Scholastic shop will be open
 - b. Advance communication of social distancing requirements may limit places to eat. Encourage take out/to-go. Guests cannot eat during show due to masking requirements so more people can watch the show.

IX. Fundraisers: Heather Harris

- a. Spirit Wear
 - a. Website link to order gear – ships directly to home. \$120 to PTO in sales so far; received once per quarter. Will continue with this fundraiser through end of year.
- b. Holiday Shop
 - a. May be contingent on finding volunteers during the day – this has been more challenging this year for Book Fair.
 - b. Heather will look into virtual options.
- c. Dream Dinners
 - a. 4 orders per day so far - \$80 for PTO. Will continue to try offer this.
 - b. First pick up date is 11/9 and second is 11/15 – will announce at Fun Night

d. Thanksgiving Pie Sales – see above!

e. S. Clyde Beaver Sub Sale – will begin in the Spring. Looking for a new volunteer to take this on next year.

X. Scholastic Book Fair: Laura Bender

a. Letter announcing fair will go home to families this week. Looking for volunteers – please share link or let Laura or Jill know if there are emails missing.

b. Teacher wish list – teacher preview prior to Wednesday evening, encourage teachers to visit prior to Wednesday night.

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

a. Suggestion to add option to 'donate only' or have donation jar at events for people to contribute even if they are not interested in the fundraiser. Meredith will create a sign for next week's events.

b. Kelly working on Google doc for teacher gift sign ups. Link sent out prior to Fun Night.

c. Sign needs to be updated – letters are in the PTO shed. Christen will drop off the key and Heather will check.

Thank you for your attendance!