

Rohrerstown Elementary PTO

Meeting Minutes

Monday, September 17, 2018

- I. Welcome and Greeting: Dawn Ruppert
 - A. Dawn welcomed everyone and called the meeting to order. She thanked everyone for coming, and for all of their help this school year with the PTO sponsored events. It wouldn't have been possible without everyone's help.

- II. President's Report:

Dawn shared the following information.

 - A. SPAC positions are already filled for the year.
 - B. We are hoping to make a few changes to the PTO Executive Board. We will vote at the next meeting. The plan is for Sandi Provost to fill the Vice President Position. That will leave the Assistant Treasurer position open.
 - C. Communication is done many different ways. We are trying to reduce the amount of papers being printed, many electronic versions have been put into place. (Monthly Newsletters, 4 o'clock email, Facebook, PTO email, sign-up genius, QR Code)
 - D. Technology Night will remain on Wednesday, September 26. We will plan to have parent experts stationed at individual topic tables that interest the parent.
 - E. School Rewards are as easy as collecting Box Tops, or entering codes for Coke bottles. Make sure to set up your Amazon Smiles to support RES PTO. Giant Rewards – we need to come up with a plan to enter multiple families reward numbers easily.

- III. Treasurer's Report: Sunil Mathew
2018-2019 budget update
Sunil was not in attendance but his report stated the following.
 - A. We are in need of a PTO space INSIDE the school for storage of excess perishables to be reused later. We can't store in the shed as it's not temperature controlled.
 - B. We will take a membership vote at the next meeting to procure several large coolers and crock pots that can be stored in this space and reused across numerous PTO & staff events vs. parents having to lug their own for all the events (estimated cost \$400-500).
 - C. We are looking into the idea of procuring a refrigerator to store perishables that require refrigeration/freezing in the space Kathy provides (estimated cost \$800-1000). This allows us to reuse excess and enable early drop off of items that need to be kept cold.
 - D. This year we allocated half the amount towards teacher funds as we did the previous two years (\$4,200 this year versus \$8,400 the prior years) and of that we have only spent \$1,800 to date so there is money for us to invest in these for the long term.

- IV. Principal's Report: Kathy Swantner
Kathy was not in attendance. Jackie Jones shared Kathy's report.

- A. Kathy wanted to thank everyone that came out to Back to School Night and the Ice Cream Event.
 - B. Picture Day will be on October 4th.
 - C. The Lockdown Drill will be during the week of September 24th.
 - D. The Zoning Meeting will be on October 16th at 6:30
- V. Teacher's Report
- A. Jackie Jones shared that Mrs. Wilson is planning an assembly for the students, where an author will present on kindness.
 - B. Jackie is working on getting some volunteers into the building. She stated that they can be flexible with how it works.
 - C. Jackie is also willing to distribute and share the newsletter each month to the staff.
- VI. KidStuff Report – Katie Zellers
- A. Katie shared that approximately 131 books were sold. We are still trying to track down any unpurchased books. Thank you to the teachers for their facilitation with this fundraiser.
- VII. Keeping All Kids Safe Program
- A. Nicole Fickes was not present– (moved to November Agenda)
- VIII. Ways & Means
- A. Vote for representative- Petrina Skiles was voted as the new Ways and Means Chair. (Sandi Provost motioned it and Katie Zellers seconded the motion)
- IX. Q.U.I.C.K (Questions, Information, Comments, and Knowledge)
- A. Heather Conlin Keller shared that the used Book cart funds are planning to go to the library or reading program. We are making approximately \$200 to \$250 per year. The plan is to give \$100 to Heidi Weber and \$100 Laura Heverling. Can this be added to the Treasurer spreadsheet as a separate line item?
 - B. Question for Mike Bromirski – the 6th grade parents ran into many roadblocks with not being able to hand out invitations for the end of year party. Mike stated that there are 2 ways that it could be made possible. 1st the flyers would need to be office pick up only or 2nd the PTO must support and sponsor the event.

With no further business, the meeting was adjourned at 7:41 pm.

Attendees: Dawn Ruppert, Sandi Provost, Katie Zellers, Petrina Skiles, Amanda Youtz, Lori McCollom, Nicole Price, Melissa Harris, Heather Conlin Keller, Christine Frey, Andrea Diller, Mike Bromirski, Jackie Jones, Donna Mikus

Thank you for coming!

Next Meeting: Monday, November 19th at 6:30 pm