

**HEMPFIELD SCHOOL DISTRICT
LANDISVILLE ELEMENTARY CENTERS
PARENT - TEACHER ORGANIZATION**

**Executive Board Meeting
August 15, 2024**

Meeting called to order at 6:00 by Genesh Seeniraj

Members in Attendance: Ron Swatner, Rachel Campbell, Stacey Lauter, Nick Katherina, Ganesh Seeniraj, Jenn Meyer, Paula Bouhl, Michelle Reich, Manny Luciano, Riley Hughes, Ian Daecher

Community Members in Attendance (Signed in): Mike Sebergandio

- Introductions (ALL)
- Secretary's Report- Molly Earhart
 - Reminder to Board to use the google document for minutes and complete bullets before meetings.
- Treasurer's Report - Jeff Spiker and Manny Luciano
 - We are starting off the year in a great position, as our year over year is a couple percentage points higher than last year. This will provide us with all the activities we have planned and completed in the past.
 - Our end of our fiscal year is Aug 31. Will have a more in detail report with that.
 - This is a reminder to submit and reimbursements using the pto form and all receipts as long as it relates to a budgeted line item.
- PEP Coordinators' Report – Michelle Reich (LIC)

I met with Ian and Alicia Brumbach (past LIC PEP REP) to discuss dates and beginning of the year information. We have all 4 dates for Staff Appreciation breakfast and lunch with the first on Thursday, August 29th. (Keep Calm and Donut Stress!) This and the last Appreciation lunch is paid by PTO as well as snacks for conferences in October.

We reviewed the PEP handbook and included my information for changes. PTO Volunteer forms were sent out in the email blast and will be available at sneak-a-peek as well. Our first PEP meeting will be on Friday, September 13th at 9 am.

Favorite things forms were sent out to teachers and we hope to have those for our meeting for PEPs including all teachers and staff.

At our meeting we will also discuss Book fair (10/7-10/11) and FitWalk (10/11).

- PEP Coordinators Report-Stacy Lauter (LPC)
 - Sign ups out for kindergarten volunteers for the first days for tagging backpacks, as well as picture day volunteers.
 - PEP rep forms are out and 25 responses received so far.

- Stacy is meeting with Ron after 8/15 meeting to discuss ice cream dates- and PEPs.
- Ways and Means Report- Paula Buohl and Jenn Meyer
 - We have a proposed schedule of Fundraisers for the year:
 - Sept: Fall Fest (9/20) - Please tell PEP's about this!!
 - Oct: Fitwalk (10/11, 10/18 is raindate)
 - Nov: Pizza Night and students sell Carwash Coupons (50%) and Kohls Gift Cards (3% - 5%)
 - Dec: Holiday Workshop (not really a fundraiser, but it is our main job this month)
 - Jan: Urban Air night
 - Feb: Dances and Pizza Night
 - March: HP Tickets and S. Clyde Weaver Sub Coupons (\$2 - \$3.5 per coupon)
 - April???
 - May: Funfest
 - We are open to other suggestions! As of now, we are NOT planning on having a spring fundraising sale (i.e. chocolates) as the work:reward ratio is low
 - Fall Fest – Encourage all families to attend
 - Sept. 20
 - Parent volunteers do not need clearances.
 - Would love to have staff and specialists reading books to kids and sharing resources with families
 - Mike Sebergandio confirmed the super soaker can be used.
 - Bounce Houses (vendor), Petting Zoo (All Creatures Big and Small), Face Paint (parent volunteers or high school students), Sidewalk Chalk Area
 - Hot Dogs and Nachos (with a toppings bar) and waters/drinks???
 - All PTO Sponsored events are going to be “pay what you can”
 - Food Trucks - Asking the food trucks to pay \$50 (desserts/Coffee) or \$100 (dinners) to reserve their space. Funfest was 25% earnings went to PTO company kept 75%.
 - Scoops
 - Grecos
 - Spring Funfest - Swinging sweets.
 - Need to look into porta potties
 - Fitwalk Planning is ongoing:
 - October 11 rain date October 18
 - Collecting T-shirt sizes digitally
 - Sponsorship levels are \$5K, \$2K, \$1k, and \$500
 - Greenawalt, Sardina and Life & Balance Sponsorships and HSD Support

- Want to get all info to vendor by 8/31 to have parent shirts available for sale at the fall fest
 - Encourage everyone to fill out the online forms
 - Online form sent out in LPC newsletter on 8/15
- Programs Report – Rachel Campbell & Riley Hughes
 - LPC - looking forward to a new year despite changes/challenges
 - Focus on our students, Bucket Filling, Avidium, and PBIS Assemblies/Programs
 - 2nd grade looks forward to Field Trip - looking to go to Dutch Apple Theater for lunch and a show
 - LPC staff is grateful and thankful for the continued support from the PTO to offer staff and students additional opportunities they might not otherwise receive
 - 2 PTO sponsored breakfasts and lunches again like the past few years
 - Check requests for writing persuasion funds to get things for classroom, stipends for supplies/resources and staff PBIS gift cards will be submitted
 - LIC-sneak-a-peak is 8/20 @9:30-10:30 and we are so excited to meet our new students. Teachers have been eagerly getting rooms ready
 - LIC-is looking forward to great year and we are so thankful for the PTO support in and outside of the classrooms
 - LIC-is working with their teams to prepare for the new ELA wit&wisdom curriculum and we are very excited about the new program
- LIC Principal's Report - Ian Daecher
 - Excited for the new year!
 - Jamie Smith- Music
 - Danielle Cardone- Change to 5th Grade
 - Kellie Stone- Change to 5th Grade
 - Miss Vanessa Haldeman- Mrs. Vanessa Gurreri
 - Gaga Pit- possible update
 - New ELA programing
 - Fantastic PSSA scores
 - Renaissance learning replacing ExactPath
 - Orientation tours was a success; many shout-outs to our PTO
 - August 28th 7:00-8:30 Open House
- LPC Principal's Report- Ron Swantner
 - New year leads to new opportunities
 - Changes at LPC: new counselor - Mr. Zack Kasabo; new art teacher - Mrs. Macy Bui
 - Openings still exist at LPC for a special education teacher, several special education support positions and Food Services positions

- Former PTO President, Mr. Steven Kernen to add to playground paint/games/opportunities for students
 - New HVAC system was installed at LPC this summer
 - New reading curriculum
 - New technology resources for streamlining assessments to gear students towards targeted needs
 - Ron will miss the first day of school for a special first day of school miles away for his daughter's educational journey
 - Encourage Kindergarten families to sign up for Power School portal and updates to LPC News Blasts - they will see they are offered three opportunities to meet with Ron before Day 1 since it will be the first (and hopefully only) time he misses a first day in Landisville
 - Our focus will be on kindness, understanding others, trying our best, and helping others
 - Thank you to the PTO for all you do to provide additional opportunities for our students at both schools and for your time and commitment to the entire school community
 - Please encourage the positive; before people post negative comments, encourage them to reach out and work together in a positive partnership
 - Open House Wednesday, August 28 - each person says a little and turns it over to the next person to speak
 - Communication is key - encourage and continue to keep lines of communication open
 - Safety of our students, staff and families will continue to remain our top priority in all decisions and in everything we do
- Presidents Report- Ganesh Seeniraj
 - Welcome again to the PTO board for this school year
 - Reminder: 8/28 PTO Back to School Open House Night: 5:30-7:00 pm (LPC); 7:00 - 8:30 pm (LIC)
- Vice Presidents Report - Nick Katherina
 - Planning to go with the same carnival vendor as last year for FunFest.
- Family Engagement
 - Family Engagement Compact
 - Title 1 Schools vs. Title 1 Look Alike schools
 - Opportunities to volunteer after securing clearances; visit HR page to secure clearances and connect with teacher, principal, PTO and school staff
 - Fall Fest to possibly include staff for read alouds and activities for students with resources for families

- Unfinished Business
 - Shed update - Ron
 - FunFest date finalized for May 16, 2025 if we want it in the Quad. - Board voted and motion carries to go with Sunshine Carnival vendor.
- New Business
 - FundRaising and Budget discussion
 - Add support staff appreciation into Staff Appreciation Day. \$1250.
 - Adoption of Calendar and Budget - Motion carries for the calendar dates.
 - Landisville Fit Walk and Family Fun Discussion
 - Need new committee members:
 - Ways and Means committee - how to get new members and possibly stagger the roles? This idea was discussed last year, need to follow up and find some new members in training. Our current committee is awesome and we would like the new members next year to come in with all the current knowledge.
 - Facebook moderators - Paula is currently admin and moderator. Molly Earhart is also a moderator and admin.

FunFest committees - need to find new committee members

- Basket auction - Morgan Hughes is done with last year
- Ticket sales/volunteer coordinator - Stacey Gregory - also finished with last year.
- Bake sale - Heather Haines would also like to have someone else run it.
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- During our elections we had Christine Folk who was interested in serving on the board but was not elected. Could we reach out to her for other roles?
- Discussion on how adopted staff gets a consistent gift. Right now it's falling on the PEP to determine how to gift to the adopted staff. Michelle R. is asking if we can use PTO funds to gift. 55 adopted staff members. Everyone but the teachers. Added to 2024-2025 Budget.
- Gaga pit for LIC needs repairs. Cargill sponsor? Ian to get quotes and email to Jen/Paula.