

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

**Executive Board Meeting Minutes
August 22, 2017**

Attendance: Adria Vigna, Jess Wise, Erin Risser, Corrie Stream, Chrissy Moore, Beth Brennan, Ian Daecher, David McCabe, Ron Swantner, & Jen Ericson

Guests: None

Call to Order: Vice President David McCabe called the meeting to order at 6:03 p.m. *(Note: President Jeff Guindon was on vacation and could not attend.)*

Secretary's Report: Jen Ericson asked the board to review and confirm the schedule for upcoming PTO meetings, which they did. Their approval included changing the regular meeting time back to 7 p.m.

Jen reminded new board members that the minutes from the last meeting, which had been held in May, had been approved electronically over the summer. Ron Swantner confirmed that they had already been posted online.

Treasurer's Report: Beth Brennan shared copies of the proposed PTO budget, which included providing funds for such educational activities and supplies as field trips, assemblies, and teaching equipment. Beth shared that the PTO had such a great year last year there was even a cash surplus. Beth explained that the surplus was due in part to lower than expected expenditures last year. The amount of surplus would be enough to purchase keyboards for students using iPads and if the tech department approves, could also cover the cost of headphones 1st and 2nd graders could use with their iPads. A decision from the tech department on the headphones is pending.

Dave McCabe motioned to approve the proposed budget, and Jess Wise seconded it. All were in favor. The approved budget will be presented at both LPC's and LIC's open houses.

PEP Coordinators' Report: Chrissy Moore, LPC's coordinator, shared that she has already sent out signups for volunteers to assist with first day of school duties, including greeting students and tagging backpacks with bus identifiers.

Jen Ericson, LIC's coordinator, shared that on the first day of school every LIC student would receive volunteer forms to take home to their parents so a database of volunteers can be created for PEP Reps and teachers to use. She also said that the signup has been created for volunteers to assist with LIC's picture day, scheduled for September 5.

Ron reminded Chrissy and Jen that whenever they needed to let the entire school population know about a volunteer need, he and Ian would be happy to include that announcement and Signup Genius link in the electronic newsletter.

SPAC Report: Ian Daecher indicated that anyone on the PTO board can attend SPAC and should just let Jeff Guindon know.

Ways and Means Report: Erin Risser and Corrie Stream are the W & M team. Erin shared that August 30 would be the start of sales of the Elite 3 Winners discount cards, which would give bearers discounts at

24 local businesses and access to over 40,000 printable coupons online for many more retailers and restaurants. W & M have set the goal to sell 400 cards, each being sold for \$20. It should be noted that the discount card is to replace the past sale of Kid Stuff books.

Erin explained that this year's Fit Walk has a new slogan "Walking for an even greater education" and that the slogan is only one of many things that are being revamped and improved for this year's walk. The team is also getting local businesses to become sponsors. Any business that donates at least \$500 will have their name printed on the back of event t-shirts. So far, \$2,150 has been donated in sponsorships. Erin asked the PTO to provide her with the names of any business owners who might be interested in being a sponsor and she'll contact them or send them a sponsorship request letter.

This year's spirit wear sale will start October 16 and run through November 3. Unlike in past years, the sale will be online because W & M is using a new vendor, Image Wizard in Mountville. The other benefit to this change is that there are no minimums, in other words, if only one person wants a hat, that hat can still be made. Previously, for an order to be filled, a certain number of that item had to be ordered. Erin will send out the link to the Image Wizard website parents can use to purchase spirit wear. Erin will also have flyers printed to promote this sale. These will be handed out during the week of parent-teacher conferences.

Family Fun Night this year will feature an act called Kapow. He will perform two shows that evening for a total cost of \$1,000.

This year's first dine-out fundraiser will be at Scoops. W & M will send a signup out to teachers to invite them to volunteer that evening scooping ice cream.

BJ's renewal card fundraiser is being set up to happen November 6 – 17 and April 16 – 27. Erin said that Stacey Gregory is working on this.

Program's Report: Jess Wise said that the sneak-a-peek went well and teachers were ready. Adria concurred.

Vice President's Report: Dave shared that he is actively seeking volunteers for this year's Fun Fest.

LIC Principal's Report: Ian Daecher shared that LIC is implementing a new positive behavior program at LIC. It is the School Wide Information System (SWIS), an online program for reporting and tracking student behavior. Data from the system can then be used to help staff recognize any patterns for students. For example, if a student's behavior problems tend to happen right before lunch.

Ian said the keyboards that were mentioned in the treasurer's report have already been ordered. The keyboards will make some features of the iPads even easier. Ian thanked the PTO for their generosity.

LPC Principal's Report: Ron Swantner said that this year's sneak-a-peek was the most well-attended he'd ever seen. He said that for the year, three assemblies have already been planned and the 2nd grade field trip will be in October.

Ron also said that teachers are embracing technology in their educational plans.

LPC is also encouraging parents to carve time in their schedules for what is called "3I Time", which stands for Invention, Innovation, and Inspiration.

He said that while the concepts of reading, writing, and math that will be taught are the same, the methods and tools for teaching them will be different this year.

Unfinished Business: Jen Ericson asked if there was a fact sheet already written for the box top and education labels programs. Ron said there was not and that Jen is free to prepare one that can be posted online and shared with parents via their PEP Reps. He told Jen to contact Val Smith, the parent volunteer who manages the Landisville Facebook Page.

New Business: Ron Swantner reminded all PTO members to attend LIC and LPC's open houses so they could be introduced to parents and make brief announcements about whatever programs they are coordinating.

Adjournment: Beth Brennan motioned for meeting adjournment, Corrie Stream seconded, and all voted in favor. Meeting was adjourned at 6:58 p.m.