

HEMPFIELD SCHOOL DISTRICT - LANDISVILLE ELEMENTARY CENTERS PARENT - TEACHER ORGANIZATION

Executive Board Meeting Minutes August 21, 2018

Attendance: Ian Daecher, Ron Swantner, Dave McCabe, Carrie Spolitback, Amanda Gleason, Chris Woolfolk, Paige Null, Adria Vigna, Corrie Stream, Karen Youtz, Chrissy Boyter, Beth Brennan

Guests: Jessica Pavelko, Jeff Guindon, Kathy Boyter, LeighAnne Curran

Call to Order: Dave McCabe called the meeting to order at 6:01 p.m. Introductions were made by all new and current members and what grade/building he/she currently has children.

Secretary's Report: Carrie reported that there were a few board member conflicts with the proposed PTO board meeting dates for the 2018-2019 school year. Ron initiated discussion on the dates in question and new dates were chosen that suited all board members. Chris Woolfolk motioned to approve the 2018-2019 Executive Board Calendar and Chrissy Boyter seconded this motion.

Carrie shared that the Holiday Shoppe was historically run by the PTO secretary; however she cannot run it at this time due to schedule limitations. It was thought that Kristy Mack could be the point person however; Kristy is also unable to run it this year. Both Kristy and Carrie are willing to help out when they can. Ron suggested asking for volunteers on the weekly blogs, etc. and Corrie added that possibly a committee could be formed to run it versus one individual person. It was also suggested by Chrissy that it be posted to the Landisville PTO Facebook page.

While on the topic of Facebook, Dave shared that he is looking into making a few changes to the Landisville PTO Facebook. He suggested the page have an Administrator and change a setting in which posts from members would go through a "filter" or approval step before being made public within the group. Thus making sure posts are strictly of PTO nature. Tentatively, Erin Risser has volunteered to be the Admin. It was noted that the Facebook page was originally created by Val Smith.

Treasurer's Report: Beth reviewed both the Profit & Loss Year to Date (9/1/2017 through 7/31/2018), which is currently tracking a net income. The PTO continues to be in a very strong position to weather any uncertainty in revenue streams. This year's Fun Fest was very successful. Our net income from the event was \$21,109. All three bank accounts (Operating, Money Market and PayPal) are fully reconciled through July 31, 2018. Any member that would like to review the reconciliations is free to contact her.

There was much discussion on the PTO fund and how monies that have been fundraised could be spent. Ron shared that prior LIC principle Rick Bentley's vision was to have a nature trail with a butterfly garden and pond. Paige Null commented that several classes take nature walks for Science class. Ron also noted that the district does not fund big toys and when they are no longer serviceable it will be a large replacement cost that the PTO will need to fund. Beth suggests having an operating fund and creating a fund to designate funds for future large purchases such as big toys (playground equipment). Another suggestion was to purchase VR goggles and possibly share them with other buildings. Dave McCabe added that a Bose system needed to be borrowed for the past year's Fun Fest.

A motion to approve the Landisville PTO 2018-2019 Proposed Budget as is was made by Dave McCabe and seconded by Chris Woolfolk.

Ian noted that this year's Fun Fest is no longer an early dismissal day.

LPC PEP Rep. Coordinator's Report: Chrissy shared that sign ups were created for cafeteria and ice cream volunteers earlier this summer and were posted to the PTO Facebook page. However, it has been a struggle to get volunteers to greet students, tag backpacks, etc. for the first day of school.

Chrissy wondered if it was possible to hand out a small flyer to parents at Back to School Night to share where volunteer links can be found and possibly her contact information. LeighAnne Curran noted that volunteer information was on the most recent (printed and mailed) LPC newsletter, however it was a lot of information all in one place and that it might not be read by all parents. Jeff Guindon suggested putting Chrissy's contact information on a slide at Back to School Night and that parents could take a picture of it with their phone if they think they would need it.

LIC PEP Rep. Coordinator's Report: Amanda didn't have much to share. She noted that things are run a little differently at LIC but that she would be there on the first day of school to help direct students. She did ask the board whether or not there could be co-PEP Reps. Several board members unanimously said yes.

SPAC Report: Dave shared that the dates for the SPAC meetings this year will be covered by Beth, Chris and himself. It was noted that there are two Super PTO meetings and four SPAC meetings this year.

Ways & Means Report: Corrie presented a tentative fundraising calendar and estimates to the board for the 2018-2019 school year.

Preparations are underway for Fit Walk. T-shirts are being made by Elizabethtown Sporting Goods for \$4 each per okay from Ron for every student and teacher as the gift this year. New this year, each class within a grade will have their own t-shirt color; which will allow classes to reuse the t-shirts for other events throughout the year. T-shirt signup began today at Sneak a Peek (at least for LPC) and it appeared we got quite a few signups, which is a great start! We are soliciting donations from businesses. If anyone knows of a business, please email Corrie and she can forward a copy of the letter so you can send to the potential donor. Like last year, any business which donates \$500 or more will get its name on the t-shirts. LOA Orthodontics has offered to donate \$500 as well as donate another freebie (not water bottles) for each student. Currently we have \$1000 in committed business donations (last year's total was \$2200. Michelle Weaver has updated the website with the information we have to date. Letters will go home with students on 8/29 advising that they can do go the website to make donations and to put in names and addresses/email addresses of potential supporters. We timed this to align with Back to School Night so we can speak directly to the letters in our Ways and Means presentations. Letters or emails will then go out to those individuals requesting donations. We are asking that everyone enter their own names and addresses of potential supporters again this year. If someone does not have access to a computer, then a form will be provided so they can fill it out and we will enter the information for them.

We are returning to KidStuff this year, until we find another alternative. Sale will start in October, so as not to distract from Fir Walk.

Corrie shared that our Spirit Wear Sale is moving to Elizabethtown Sporting Goods this year. Our store will be set up and we will run 3 or 4 sales throughout the year (they do not do on demand orders like

Image Wizard did, but rather allow us to open the online store for a period of time and will deliver all orders placed during that time at the same time, sorted in bags by student, and orders organized by grade/teacher). Etown Sporting Goods appears to have better prices for the items we had in our sale last year, so she is hopeful that will result in an even better fundraiser for our school. ESG pays out fundraiser rebates 2 weeks after the close of sale window. We will do a “soft” sell at the beginning of the year, for anyone who wants to have school gear for the Fall. Our big push will be in late October/November. And the store will likely be open one more time in the Spring.

Ways and Means is researching options for Family Fun Night and will get this booked within the next couple of weeks.

The first dine-out fundraiser will be at Scoops on September 10 from 5-8pm. Flyers will be sent home with kids after Labor Day. Teachers will be scooping the ice cream. Corrie has been in contact with Adria Vigna and Paige Null and they are working on a sign-up genius for teacher volunteers. New for this year, Ways and Means will try to promote/keep on everyone’s schedules with Facebook events.

The Stauffer’s A+ rewards earning period begins October 1, 2017 – March 31, 2018. Anyone who was enrolled in the past does not have to re-enroll. Information will go out in early September.

The Gertrude Hawk candy sale – to be scheduled; targeting an early-to-mid April sale and hopeful the weather is more cooperative than it was for last year’s March sale.

The proposed BJ’s Renewal dates are Fall: November 5th – 16th and Spring: April 15th – 26th. Ways and Means will be following up with Stacey Gregory, as she has been handling this fundraiser for the past couple of years.

Ways and Means shared two potential new fundraisers for 2018-2019. The first one is a Scrip Gift Card Sale. Corrie is looking into executing a smaller “pilot” test of this to see if it’s scalable and worth expanding to the entire school. The second would be flower sale. Flowers would be sold at the various school concerts for parents to give to their children.

Program’s Report: Adria reported that there as a very good turnout for Sneak a Peek and that all teachers are gearing up for the new school year getting rooms ready, etc. Paige didn’t have much to add but said it was nice having LIC first and LPC second for the times Sneak a Peek was held. Carrie added that it was nice for the older students to visit their classroom first giving the younger students (siblings) more time for their visitation at LPC.

Vice President’s Report: Chris had nothing to report. Dave will pass on the Fun Fest folder with information, directions, etc. They have not connected yet to do so.

LIC Principal’s Report: Ian did not have much to report but thanked the PTO for their ongoing support.

LPC Principal’s Report: Ron said that the teachers and staff are ready to start another school year. He shared that several assemblies have been scheduled for the upcoming school year with the first one being held on October 16, 2018 featuring STEM and robotics, an Extreme Energy assembly on January 7, 2019 and a live Wild Animals assembly on March 26, 2019. Students at both LPC and LIC will get to experience both at staggered times. He noted as well that there was a very nice turn out for Sneak a Peek. Ron also noted that while all positions have been filled, there is a nursing shortage and that

student vision and hearing screenings may need to be pushed to later in the year based upon scheduling availability. He also shared that substitute professional and support staff is a daily need. Ron also shared the PSSA scores were over 80% for proficient or advanced at the 3rd grade level.

President's Report: Dave said most of his items were covered already. He went on to say that upon the previous PTO president's recommendation, the board should review and update the current bylaws and create job descriptions for PTO positions. He also suggested that members whose positions will be up at the end of this school year start to recruit new volunteers.

Unfinished Business: A parent in attendance asked if the Daddy Daughter dance was going to happen this year. Jeff Guindon offered that when he spoke to Kristi Kochel in the Spring she was willing to do it again. Dave offered to reach out to her to see if she was willing to do it again. It was again mentioned that it would be nice to do a similar event for the Mothers & sons. Corrie shared that Rohrerstown Elementary holds a VIP (Very Important Person) dance where all students can attend and bring whoever they want. Jeff said he might be able to facilitate a bowling night for boys and their Mother's.

New Buisness: No new business.

The meeting was adjourned at about 7:29 p.m.