

HEMPFIELD SCHOOL DISTRICT - LANDISVILLE ELEMENTARY CENTERS PARENT - TEACHER ORGANIZATION

Executive Board Meeting Minutes March 18, 2018

Attendance: Ian Daecher, Jess Wise, Chrissy Moore, Jeff Guindon, Dave McCabe, Erin Risser, Adria Vigna, Beth Brennan, Corrie Stream & Jen Ericson

Guests: Carolyn Hernandez, Kathy Boyter, Haylee Moore, Carrie Spolitback, Karen Youty, Sarah Henderson, Liz Djarahen

Call to order: Jeff called the meeting to order at 7:05 p.m.

Secretary's Report: Jen reported that three businesses with students in 6th grade have each donated \$400 so that the total cost (\$1200) of the 6th grade signature t-shirts would be covered. This means that each student will get their shirt for free this year. The companies are Menchey Music, Merrill Lynch Ellenberg – Herr Team, and EZSolution. Also, Jen had prepared thank you notes to these companies for each PTO member to sign.

Treasurer's Report: Beth said that we are on budget on somethings and a little off on others. Where we are off is partly due to the fact that for the past two years, she was not aware that the money raised by the Scholastic Book Fairs was to go directly and entirely to each of the two school libraries. So, the PTO had to pay out the amount raised last year and this to each library. Also, she said we are still awaiting payments from a few of the dine outs.

Despite this, she said we are still in a strong position, and this year's Fun Fest proceeds will put us in an excellent position.

PEP Rep Report: During her secretary's report, Jen also shared what should have been saved for the PEP Rep report. She said that work has already started on organizing the 6th grade end-of-year events. She asked the PTO if it was OK to hire Matt Haines to be the DJ, and the PTO said yes.

Chrissy shared that LPC had a PEP Rep meeting last Tuesday. She said they are trying to find volunteers to help with Fun Fest and businesses to donate basket items.

SPAC Report: Jeff attended the most recent SPAC meeting and shared that iPads have a way for parents to see a report of the websites their child has visited. Parents can find the link for signing up to get this report on the school district website.

Ways & Means: Erin said that the Gertrude Hawk sale totaled \$8,615. The PTO made \$125.30 from the Echo Caverns weekend event, and April's dine out will be at HotZ Pizza. Corrie said that they are working on seeing if the new Panera would do a dine out fundraiser. Also, she said they are thinking of having another event at Scoops Ice Cream this summer and seeing if teachers would be willing to scoop the ice cream.

One of the guests suggested that the Barnstormers might be a potential summer outing that could be a fundraiser.

Programs Report: Adria said that the kindergarten orientation night went very well. Recently, Mike Louie came and did a program about the Chinese New Year that included his wearing the dragon costume. As usual, the kids loved it.

Adria shared that the recent school visit by Kathy Miller, author of the "Chippy the Chipmunk" book series went well.

Jess shared that at LIC, Mike Louie will be coming to visit the 4th graders as well. She said that the door competition to celebrate Read Across America went was a success as were the Math Magic assemblies that were held at both LIC and LPC. Finally, she said the Joe Romano Magic Show was a big hit with all the kids from both schools.

Vice President's Report: Dave said that the Fun Fest plans are moving along but he still has two coordinator vacancies: kid's games and 2nd shift kitchen. He said that Ron and Ian told him they will help him to find volunteers for those key positions. All the vendors from last year have agreed to return this year. Dave has volunteers, including Kristie Kachel, to help convert the large rolls of tickets into smaller packets. Mr. Resh has agreed to serve as the event's EMS. Dave has also arranged for a fire truck to be at the event.

By the end of March, Dave would like to have confirmation of the class basket themes so PEP Reps can send out the request for parent donations by early April. The date for basket wrapping will likely be May 10.

Dave asked Beth if she had obtained a small game of chance license for the Fun Fest, and she agreed to take care of that.

Carolyn reminded the PTO that each year they contribute a gift item worth about \$250 – 300 as a basket item. She suggested maybe a gift card to Hershey Park, but there was also discussion about having an actual object as has been provided in the past. More thought needs to go into this, but the PTO has agreed to contribute something in that price range again this year.

LPC Principal's Report: Ron was absent, so Ian summarized the following report that Ron had submitted earlier that day:

Everyone loved Joe Romano's Magic Show in January; lots of positive feedback

***He may have a few shows to possibly come on a day and perform and then return in the evening for Family Fun Night if we look further into it.

We changed reading groups for intervention in February based on our data retrieved and analyzed in January.

Our academic focus is on small group instruction based on pre-assessments after the introduction of the whole group mini-lesson.

Safety continues to be a top priority in the Hempfield School District. We do not share with anyone outside of LPC/LIC the particulars of how we would address an "active intruder" to remain true to our plan so it does not become 'public knowledge.'

Teachers are completing their persuasion letters for PTO classroom opportunities to bring more resources into their classrooms to benefit the students.

Staff found Kindergarten Orientation to go well with nearly 200 people in attendance. Special thanks to Stacey Gregory and Charlene Gerz as our two volunteers to sign up families for screening dates/times. Our reading specialists will be welcoming incoming K families and students over PSSA testing window times to screen and offer early literacy strategies to build background for future success.

Speaking of PSSAs, we will celebrate our third graders learning through their primary years prior to the PSSAs to do something fun while offering 'tips' for not only the PSSA, but all assessments in our students' future as they continue their educational journey beyond LPC. A special assembly is slated for just our third graders on Friday, April 6 and beginning Tuesday, April 10, our third graders will engage in their PSSA

Assessments for their first time. We will have three days of ELA assessments and two days of Math assessments the following week.

Given the length and timing of PSSAs this year, our Annual Night of the Arts meeting has been pushed back into the first week of May. It will take place on Thursday, May 3rd. We will need lots of helpers to prepare the art work so keep an eye out for volunteer opportunities.

Calendar updates:

Thursday, March 29th is now a school day and will be a 1:30 Early Dismissal.

Also, Friday, April 27th is now a school day and will also be a 1:30 Early Dismissal.

Keep an eye on the District Calendar website for any further updates/changes.

Staff focus over the remainder of the next few months will be on PSSA training, small group instruction to target skills for advancing understanding and learning of their children, safety procedures and changes or concerns with our current plans, and placement of students for next school year for optimal learning opportunities after the many fun days and end of year celebration activities.

LIC Principal's Report: Ian said that headsets have come in and are being used a lot. They will also be used during end-of-year assessments. There will be an assembly at LIC on April 3 at 2:15 p.m. about perseverance, and Terry Schuck will speak about his experience climbing Mt. Everest. Terry has agreed to give the presentation for free. Ian asked the PTO if we could give Terry a gift card as a token of appreciation, and the PTO said yes. The assembly's purpose is to help motivate students for the upcoming PSSA's, so 3rd graders will attend as well.

Ian said that a severe weather drill is coming up soon. Also, today, due to high winds, LIC had a false fire alarm, and students had to exit the building. One of the sensors was tripped by the wind. First responders arrived at LIC within 5 minutes.

Field days are coming up soon as is the basketball game between the 6th graders and faculty. The 6th grade end-of-year all parent meeting will be March 22 at 7 p.m.

Ian would like to have a meeting with parents of 3rd graders about the transition to 4th grade because such meetings can be quite helpful to the parents and students. He said that the more opportunities the students have to visit LIC and meet teachers, the better their transition will be next fall. He's thinking about holding such a meeting in May. Carolyn said it was a great idea and she would appreciate having more information about how much the 4th graders get to change classes.

Ian said that he's received a request for LIC to have a career day and that organizing such an event falls under the school counselor's job description. So, he's looking into what could be done. He did share that the Career Training Center gave a presentation to 5th and 6th graders in March. Jess said that in the past, representatives from the North Museum used to give a presentation about science careers, but that that hasn't happened in some time due to a staff change.

President's Report: Jeff said that he was contacted by a mother who is working on an art advocacy project who asked the PTO if we could recruit volunteer parents of kids with various hidden disabilities to allow her to photograph the students for her mural. She plans to put the mural in a public location in Lancaster City. Corrie said it would be great to know what advocacy group this mother was planning to highlight/promote via the mural. Jen suggested that such a request would need to be treated the same as that of any other group, like LC Page's request last month. Others agreed that this mother would need to put her request through to the superintendent's office.

Unfinished Business: In Ron's previously submitted report, he commented that historically, we've used the Night of the Arts at both schools as a time to introduce new members of the PTO.

Jeff said we have the following positions to fill:

Vice President:

Secretary:

Ways and Means (LIC):

PEP Rep Coordinator (LIC):

Teacher Representative (LIC):

Jen said she was hoping that Carrie Spolitback would be the new secretary. As Carrie was in the audience, she responded that she'd seriously consider it.

The PTO asked Karen Youty, who also was in attendance, to be the next LIC Ways & Means representative, and she said yes.

Jen suggested a few names for LIC PEP Rep Coordinator, including Trish Shenigo, Jen Vasko, and Amanda Gleason. Ericson agreed to reach out to them.

Beth suggested Brian Mullen and Jen Beck for the treasurer position. Beth still has one more year to serve, but it was thought that having an overlap year so that the current treasurer could train the incoming treasurer would be helpful. Beth said she'd reach out to these two nominees.

New Business: Carolyn said last year she had organized a night out for those with food allergies at Characters, a restaurant in Lancaster. She'd like to do it again this year.

Meeting Adjournment: Beth motioned, and Dave seconded the motion to adjourn. All were in favor, and the meeting adjourned at 8:10 p.m.

Next Meeting: The next PTO meeting, and last one of the year, will be May 23, 7 p.m. at LPC.