

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

**Executive Board Meeting Minutes
November 15, 2017**

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

Guests: Carrie Spolitback & Carolyn Hernandez

Call to Order: Jeff Guindon called the meeting to order at 7:00 p.m.

Secretary's Report: Jen Ericson reported that the Holiday Shoppe was scheduled for December 4 – 9 at both schools and stressed that for it to be successful many volunteers would be needed. Ron Swantner also commented that the Holiday Shoppe was not a fundraiser, but rather an event during which students could purchase affordable gifts for family members. Ever year it is hoped the event will simply break even.

Jen also reminded everyone minutes from the August PTO meeting had been approved via email votes shortly after that meeting and were already posted to the school district website.

Treasurer's Report: Beth Brennan announced that we are still in a strong cash position and able to afford the planned expenses budgeted for the year. She also mentioned that headphones with microphones have already been purchased for LPC as well as keyboards for LIC. Jess Wise and Ian Daecher suggested that headphones with microphones would be quite helpful at LIC if funding would cover it. Beth said the money is there for that expense. Jeff gave permission for Ian to order them.

Beth also reported that she has filed the 990 form, making us fully compliant and in good standing as a non-profit with the IRS.

PEP Coordinators' Report: Jen said that LIC held their second PEP Rep meeting that morning and all PEP Reps indicated the year was going well. Not many teachers are having events that require volunteers. However, Jen reported there is definitely a shortage of volunteers to help in the library, with the new book leveling project, and in LIC's publishing center.

LPC's PEP Coordinator Chrissy Moore was sick, so Ron reported that LPC also experienced reduced volunteerism for the book fair this year. He said that LPC is continuing with the food pantry collection as well as their Giving Tree program. This year, LPC is adding a program whereby volunteers create Manna Bags, bags of supplies for homeless people. The plan is for each of the 35 families, who are recipients of the Giving Tree program, to also be given a certain amount of Manna Bags they are to distribute as a way to pass on the generosity.

SPAC Report: Jeff Guindon missed the last SPAC meeting due to a schedule mishap, but will attend next week's SPAC meeting.

Ways & Means Report: Erin Risser reported that September's Scoops dine out earned us \$458.61 and November's Five Guys earned about \$320. We're still waiting to receive money from the October dine out at Hot Z Pizza. December's dine out will be at Domino's Pizza on Monday, the 4th.

Erin and Corrie shared that so far, the Fit Walk has brought in a total of \$15,788.21. Expenses will still need to be subtracted from that, meaning that we are tracking better than last year but still haven't met the \$20,000 goal.

Sales of the Elite Three Winners Discount Cards are not going as well as hoped but have netted a \$935.00 profit. Corrie and Erin are actively looking for an alternative fundraiser to try next year in place of the cards. Carrie Spolitback suggested that our school sell gift cards to a variety of stores. She said there are companies with fundraising packages whereby the PTO would receive a percentage of every gift card sold.

The spirit wear sale is going well with a \$1700 profit so far. There was discussion about how best to promote the fact that parents can order spirit wear all year long.

The \$5 Below fundraiser will take place December 9 – 16. The PTO will receive 5% of every total sale made by a LIC or LPC family.

Because we did not make our \$20,000 goal for the FitWalk, we will be doing another Gertrude Hawk Candy sale, and the catalog we'll be using has been amended so as not to include any religious items. That sale will run February 2 – 16.

When discussing the Holiday Shoppe, Ron had mentioned that any true fundraiser and fundraising promotional materials must first be approved by the school district administration. Corrie asked if the flyers for dine outs and such also need to be approved by the administration. Ron confirmed they did.

Ron asked for information about Kapow, the performer scheduled for Family Fun Night. Erin said she's send him information.

During discussion of other potential fundraisers, Corrie said that an LPC PEP Rep had suggested to her we have a movie screening or conduct a poinsettia sale. Carolyn Hernandez said that several local stores, including Stauffers, offer plant sale fundraisers.

Programs Report: Jess Wise said that LIC and LPC had a rap assembly about positivity recently. She and Adria Vigna agreed that the students loved it.

Vice President's Report: Dave McCabe said he's on track with Fun Fest plans and has already sent contracts to vendors.

LIC Principal's Report: Ian Daecher said the School Wide Information System (SWIS) was going very well. In fact, the data collected on students with behavior challenges has been helpful to their parents and in a few cases parents have shared the information with students' doctors.

LIC is looking at ways to increase Science Technology Engineering and Math enrichment activities for all students. Several teachers are already starting, including Barbara Wagner, who purchased a robot that students can control using computer programming.

LPC Principal's Report: Ron said that despite the newspaper's report that LPC is not performing well, our students are doing well. He said the flaw was in the testing parameters, which now look heavily at growth. He explained that because PSSAs are given for the first time to 3rd graders it is not possible to show growth.

He shared that 1st graders received iPads at the end of October and that K – 3rd graders are now doing a lot of group work. He said that based on grades and other benchmarks, LPC students are academically on a good path.

He also noted that LPC had a puppet assembly that went well and that the Bucket Filler program is still going strong.

For the past few years, 2nd graders have been writing a book and then thanks to a grant from the retired PA Teachers Association have been able to have a copy published in hard back to keep. This year, the PTO is going to cover the cost of this 2nd grade book publishing program.

Ron suggested that we begin now to identify potential replacements for PTO members, whose terms will end at the close of this school year, such as secretary, ways and means, vice president, and a few other positions.

President's Report: Jeff Guindon had nothing to report.

Unfinished Business: Jeff said the Daddy Daughter Dance was a huge success, and that Kristie Kachel did a fantastic job organizing it. Carolyn suggested that next year the admission fee be raised a bit so it can become a full-fledged fundraiser. Jeff said there was a lot of positive feedback on the event and several requests for a Mother Son dance. Unfortunately, no one has volunteered to coordinate a Mother Son dance.

New Business: Jeff reported that LC PAGE, a local organization providing support to families of gifted children, would like their flyers to be distributed to every family in both schools and to be promoted in school email newsletters. Essentially, they are interested in having the same promotional access as All Pro Dads has within the schools. Their chairperson, Alissa Booth was not able to attend the PTO meeting due to a conference but had sent her request via email ahead of time.

Jen said that she is a member of LC PAGE and recommends their resource library and programs. Because LC PAGE is a subsidiary of the Pennsylvania Association for Gifted Education (PAGE), an organization that the school already promotes to parents of gifted students; she said it makes sense also to promote LC PAGE. However, Jen agreed with Corrie Stream that LC PAGE materials should not be distributed to all parents, only the 3% of families with gifted students.

Jeff requested that as Alissa is not in attendance a decision could not be reached. Instead he asked everyone to send their questions about LC PAGE to him so he could share them with Alissa. Beth motioned that further discussion about this request be tabled to the next PTO meeting; Corrie seconded the motion, and all were in favor.

Adjournment: The meeting adjourned at 8:12 p.m.