

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

Executive Board Meeting Minutes November 18, 2019

Attendance: Ron Swantner, Carrie Spolitback, Chris Woolfolk, Matt Haines, Melissa Montgomery, Brian Mullen, Karen Youtz, Ian Daecher, Amanda Gleason

Guests: There were no guests in attendance.

Call to Order: Chris Woolfolk called the meeting to order at 7:04 p.m.

Secretary's Report: Carrie reported that Box-Tops for Education were collected by both schools in October. Volunteers from both schools sorted, trimmed and counted them for submission. Our total was \$683.40.

Treasurer's Report: As of 8/31/2019, we are currently tracking a net revenue of \$-5,049, total revenue of \$50,415 and total expenditures of \$55,464. Online Fit Walk donations have yet to be deposited. Brian is starting the process to have Stambaugh Ness prepare and file Annual 990 Tax return.

The PTO continues to be in an extremely strong position to weather any uncertainty in revenue streams. All three bank accounts (Operating, Money Market, and PayPal) are fully reconciled through October 31, 2019. Reconciliation reports are available to any board member upon request.

LPC PEP Rep. Coordinator's Report: Melissa Montgomery did not have anything to report.

LIC PEP Rep. Coordinator's Report: Amanda shared that the August Staff Appreciation Breakfast went well. A total of \$620 was spent for bagels, muffins, cinnamon rolls, fresh fruit trays, coffee, water and cream cheese. Every classroom at LIC now has a PEP rep. There is one parent who is the PEP for all 3 of her children's classroom. For bus driver appreciation this year, students made each bus driver a card and Stacey Gregory and I hand delivered the cards to the bus drivers. It went smoothly with much less drama in years past. Some students that do not ride the bus wrote thank you cards for the LIC secretaries. For picture day and re-take/class pictures: all volunteer spots were filled. Going forward, there might not be the need for 3 volunteers per time slot. She & Melissa are working on the November Staff Appreciation Breakfast which is Friday, November 22nd. K, 1st and 6th grades are donating items for this breakfast and so far it seems that there will be enough food, paper products and coffee. The staff appreciation committee also asked for donations of hand sanitizer, wipes, tissues for classrooms, to help prevent spreading germs.

SPAC Report: Chris or Brian did not attend the most recent meeting.

Ways & Means Report: We received a lot of positive feedback from the Fit Walk this year. It was beautiful day for students and their families to get out and exercise with great music & fun mascots. The all-inclusive t-shirts were also well received again this year. The Fit Walk raised just under \$10,000. This amount was mostly affected by half of our corporate supporters from last year choosing not to donate this year. Donations, however, more than covered the cost of the t-shirts and we have enough left to contribute to One Book, One School so we have accomplished the goal we presented to parents at the start of the school year. The first 3 Dine Outs of the year have been successful. The Scoops Dine

Out with teachers scooping ice cream and serving food was overwhelmingly well attended and I am told one of the most successful Dine Out Nights at Scoops. Scoops — Monday, September 9 — \$592.71, Hot Z Pizza — Tuesday, October 1 — \$400.00, Chipotle — Tuesday, November 5 — waiting for check. The next Dine Out is scheduled for Monday, December 2 (all day) at Domino's. The back-to-school Spirit Wear sale in September made \$234.00. The Fall Spirit Wear sale ended today. We should have totals from that sale by mid-December. Karen is in the process of confirming Chris Ivy as talent for our Family Fun Night on Friday, February 7. We will be following the same 2 show format as last year to hopefully accommodate all the families that wish to attend. This year the event will be at LIC as the capacity is greater. Work is being done to schedule a Dine Out Night at the Isaacs in Mount Joy as this was a successful combination last year. The BJs membership fundraiser concluded today. We should have totals from that by the end of the year. The Giant A+ and Stauffer's Rewards programs began in October and will continue through May.

Program's Report: Paige Null and Megan Murphy were unable to attend tonight's meeting. Ron gave Megan's report. Megan thanked the PTO for the breakfasts. They asked Ron & Ian to take a closer look at assemblies in the future.

Vice President's Report: Matt went to the Texas Roadhouse fundraising luncheon event on behalf of the Landisville PTO. They offer a variety of options including dine out night fundraisers. Matt also gave an update on the Fun Fest. He has made contact with all vendors with the exception of one, Swinging Sweets.

LIC Principal's Report: Field trips for 4th and 6th grades went well. Ian thanked the PTO for providing the educational opportunity for the students. LIC has held a few lock down drills. The book fair went well. Instead of the money going to the library, the funds come back to the PTO to support programs such as the OBOS. Stacey Gregory did a great job coordinating this event.

LPC Principal's Report: Ron shared how conferences appeared to go well and the partnership between families and teachers at LPC is something of which he is proud. That said, he also asked for any feedback on how to possibly streamline conference nights knowing many parents don't always get their first choice or times run long and people sit around waiting when conferences are squeezed into two evenings and one morning. Ron and Ian are open to suggestions on how to improve the conference scheduling and format should anyone have feedback and thoughts.

Thank you to Sarah Henderson for the success of the Book Fair under her facilitation and leadership. Also, thanks to the PTO for their approval to offer second grade a literary performance Field Trip at the Dutch Apple with every student seeing Honk Jr and meeting cast members. This experience is one many of our students will never realize again and it was all thanks to the PTO.

Safety drills and procedures continue to be reviewed as LPC looks to prepare for the training of a new Building supervisor in the very near future. Mr. Williams has helped many PTO members and everyone and he will most certainly be missed as we wish him well with his promotion within the District. LPC also welcomed Mrs. Amanda Sheaffer to kindergarten and they are hiring several support staff members to join the LPC family. Ron shared how the great volunteers of LPC should/could also look into potentially substituting if it works in their schedule.

The Holiday Shoppe was discussed prior to survey discussion which will come up in New Business as LPC looks to have enough help to coordinate a smooth opportunity for students to purchase low cost items, should they choose, as a sign of showing giving to others over the Holiday season.

Ron then shared how LPC and LIC teachers had a professional development opportunity with staff learning and sharing technology experiences and opportunities with each other over the last early

dismissal. These times of day are often used for staff to learn new means and strategies to help all students across the District.

Lastly, Ron discussed upcoming PBIS (Positive Behavioral Intervention Support) assemblies to motivate student to make good choices and want to be part of the Bucket Filling fabric they live daily. Several staff members have agreed to get a pie in the face for the first big assembly and in the future students exhibiting Bucket Filling characteristics will be chosen to play Castle Ball and Basketball against staff members as well as throwing water balloons at staff in spring.

Ron thanked the PTO for their continued support and enhancement of programs for all Landisville students.

President's Report: Chris and Brian attend the SUPER PTO meeting. There were various discussions about school policies, etc.

Unfinished Business: Amanda asked where we were with the t-shirts for the staff and 6th and 1st grade students. Chris and Ian were holding off due to the contract negotiations and whether or not the teachers would be able to wear it. Chris is going to connect with Ian for a head count and will look into sponsorships for the t-shirts.

New Business: Ian asked if there was a snow make-up date for the Family Fun Night. Karen said that no other make-up date was available. We plan to hold it unless there is a district-wide building closure.

Carrie brought forward a question from Mike Resh: does the Landisville PTO have an Amazon smiles account? Could this type of account be set up? Ron shared that our organization is a 501(c)3. Chris volunteered to do this.

Melissa shared that Yankee Candle Company has a fundraising program and gives back 40%.

Brian asked if the entertainment was provided by one vendor. There are four different vendors that provide the mechanical rides, inflatables and food trucks, etc.

Amanda asked if the staff appreciation budget could be increased to cover the quarterly breakfasts. Chris motioned to amend the staff appreciation budget from \$2500 to \$4500. Matt seconded.

Karen brought forward a question she was asked. Could the PTO could purchase a yearbook for every student?

Chris motioned to adjourn the meeting at 8:50 p.m. and Matt seconded that motion.