

Conestoga Elementary School

September 9, 2021

PTO Meeting Minutes

Call to Order: The first PTO meeting of the 2021-2022 school year was called to order at 6:50 by PTO Co-President Samia Kreiser

Present: Melanie Avila, Linda Kibodeaux, Jenna Loudenback, Meghan Homsher, Amanda Bahn, Diane Beil, Jennifer Hickey, Julia Sheaffer, Jennifer Stipe, Kelly Jo Shelly, Andrea Zelinski, Jerissa Warfel, Brandy Derr, Issette Salgado, Melissa Carrodo, Casey Cohan, Laura Miller, Cristal Finefrock, Matt Harrison, Daniel Williams, Crystal Castanes, Keri Ritchy, Hannah Cody, Bonnie Martin, Rich Parshley, Becky Frey, Laura Bragg, Joni Staffieri, Brittany Weber, Samia Kreiser, Chrissy Snyder, Colleen Reynolds

1. Welcome

a) Who is the PTO?

The PTO is an organized group of interested parents, teachers, and administrators dedicated to improving the educational opportunities for students at Conestoga Elementary School.

b) What does the PTO do?

The PTO benefits our school in many ways, including providing educational and family fun activities. The following are just a few ways that the PTO supports and provides for the students of Conestoga Elementary School:

- Fundraisers help to provide school assemblies, playground equipment and field trips
- Create yearbooks
- Organize Book Fairs
- Provide classroom supplies
- Plan fun family events such as Movie Night, Game Night, Santa Shoppe, Talent Show, and the School Picnic.

2. Introduce the Executive Board

Co-President: Samia Kreiser

Co-President: Brandy Derr

Vice-President: Jerissa Warfel

Treasurer: Chrissy Snyder

Secretary: Colleen Reynolds

3. Treasurer's Report: Chrissy Snyder

Motion to approve to increase the Hospitality Budget from \$600-\$1000

Conestoga Elementary PTO Budget August 2021

Category	Budget Amount	YTD Money Spent	YTD Income	Addl Expenses	Balance	Notes
Activities	\$ 1,000.00					
Admission Fee/Up	\$ 6,000.00					
Better Classroom	\$ 2,000.00					
Book Fund	\$ 500.00					
Capital Expense	\$ 1,500.00					
Conestoga 3rd graders Discovery Garden	\$ 300.00					
DEAR Program	\$ 1,550.00					
Family Activities:						
Book Fair	\$ 100.00					
Game Night	\$ 100.00					
Movie Night	\$ 250.00					
Salsa Shop	\$ 100.00					
Talent Show	\$ 100.00					
TOTAL	\$ 650.00	\$ -	\$ -	\$ -	\$0.00	
Field Trips	\$ 3,000.00					
Fundraising	\$ 1,000.00					
Hospitality/Teacher/Faculty	\$ 600.00	\$ 124.73			\$475.27	1st day of school blast
Pay II Forward	\$ 206.37					
LeBelouch Check	\$ 1,022.70					
Playground Fund	\$ 500.00					
Principals Fund	\$ 600.00					
Scholarship	\$ 500.00					
Sixth Grade						
Field Trip	\$ 1,400.00					
Graduation Party	\$ 400.00					
Field Day t-shirts	\$ 300.00					
TOTAL	\$ 2,100.00	\$ -	\$ -	\$ -	\$0.00	
Storo Rewards/Box Tops	\$ -					
Student Rewards	\$ 750.00					
Teachers (Beginning of Year)	\$ 1,500.00	\$ 1,500.00			\$0.00	Beginning of year checks
Teacher/Classroom Support	\$ 1,200.00					
Technology Fund	\$ 800.00					
Yearbook	\$ 250.00					
Year End Picnic	\$ 1,000.00					
Miscellaneous	\$ 100.00					
Discovery Garden Grant (\$8149.14)	\$ 1,387.54					Not included in Budget
TOTALS	\$ 27,656.37	\$ 1,824.73	\$ -	\$ -	\$26,031.64	

4. Approval of Budget for the 2021-2022 school year

- a) Motion to approve: Linda Kibodeaux, seconded: Casey Cohan

5. Review of Updated By-Laws (see attached)

- a) Vote to approve: Motioned: Laura Miller, seconded: Casey Cohan

6. Committee Chairs

- a) **Ways to Help Forms:** Brandy Derr- These forms will be coming home tomorrow (Friday). Committee Chairs will reach out to those interested in helping out with an event.
- b) **Open Chair Positions**
 - i. Book Fair Chair
 - ii. Co-Yearbook Chair
 - iii. Co-Recess Running Club
 - iv. Co-Movie Night
 - v. 6th Grade Graduation

7. Upcoming Events

- a. **Spirit Wear:** Chrissy Snyder- Order forms will be sent out soon, new shirts will be available and designs are being finalized.
- b. **Pumpkin Decorating Contest:** Chrissy Snyder- This will be similar to last year's event. Information will be sent out on October 1st. Students will have the opportunity to vote on the decorated pumpkins and prizes will be awarded.
- c. **Square One Art:** Ms. Fasnacht will be working with the students during Art class. Each grade level is able to choose one design. It is not feasible to have more than one design. This fundraiser will take place in the Spring. The tiles purchased two years ago will be going up on one of the walls in school this year. This needed to be put on hold due to Covid restrictions.
- d. **School Rewards Programs:** Brandy Derr
Stauffers- You will need to re-enroll in this program every year, bonus cards need to be re-registered.
Giant has discontinued their school rewards program
Weis is still active.
Box Tops are also still active. Please check dates if you are clipping from boxes. There will be two collection dates (Oct. and Feb.). Also, remember to scan your receipts. Cosco, BJ's and Wal-mart offer additional money for certain box top items.
- e. **Cruising for Conestoga:** Shannon Brittain
This fundraiser (walk-a-thon) usually raises a significant amount of money. A lot of help is needed with prepping for the event and additional volunteers will be needed on the day of the event (usually held in the Spring).
- f. **Read-a-thon:** This is a district wide event that we plan participate in again this year. Students were able to raise over \$2000 during this event last year.

Casey Cohan asked about participating in the World's Best Chocolate Bars fundraiser and also inquired about the amount of money needed to be raised this year. Samia informed her that we need to make the amount of money needed to cover the events this year.

We will be planning a field trip for the whole school this year. (This is usually a surprise for the students and the exact event/date will be announced at a later time to the students). This type of event is usually held every three years. Individual grades plan a field trip every year as well.

Parent volunteers in any capacity are needed. Please remember to have updated clearances on file with the school district. These forms can be found on the district's website and clearances must be updated every five years.

8. April PTO Meeting

- a) This date may need to be change. This is a snow make-up day. The new date will be posted on the blog if needed.

9. Miscellaneous

- a) Zoom set up for future meetings? Hanna Cody mentioned creating a private youtube channel and Bonnie Martin suggested contacting Judy Keller from the PM Tech Dept.
- b) There will be an opportunity for parents to volunteer with the Edible Classroom. Beth Horst (co-founder of the Edible Classroom and former Conestoga Parent) will need help when the classes go out to harvest, cook and compost.
- c) Bonnie Martin mentioned that the 6th grade will again participate in the yearbook cover contest. A flyer will be sent home. A jump drive also needs to be purchased for the yearbook photos.

10. Teacher's Report: Dr. Keddie excused teachers from tonight's meeting

- 11. Principal's Report:** Dr. Keddie reported that the year is off to a good start. Teachers were very appreciative of the breakfast and check from the PTO. Picture day will be on Oct. 7th. Back to School Night videos for each teacher will be posted by tomorrow. As of now parent-teacher conferences will be held in person.

The next PTO meeting is scheduled for Thursday, October 14, 2021 at 6:30 pm.

Meeting Minutes respectfully submitted by:

Colleen Reynolds, Conestoga PTO Secretary