

DRAFT - PTO Meeting Minutes

April 21, 2022

In Attendance - Melissa Carrodo, Chrissy Snyder, Jerissa Warfel, Dr. Scott Keddie, Bonnie Martin, Maribeth Zurn, Jerissa Warfel, Colleen Reynolds

Call to order - The meeting was called to order at 6:50pm by Brandy Derr (Co-President)

1. Treasurer's Report - Chrissy Snyder

- a. Expenses - Refunded yearbook for double purchase, Edible garden for spring , 6th grade bags, Brightstar assembly, Evans candy, Yearbook, Broderick's landscaping, movie license for movie night
- b. Income - Spring Evans Candy fundraiser brought in \$1,100. Anders, \$600 for the pea gravel.
- c. Need a minimum of \$2000 in our account to avoid fees. \$2000 was transferred from the money market to the checking account to avoid fee charges.

2. Upcoming Events

- a. Yearbook - Bonnie Martin
 - i. Yearbooks have arrived and are counted. 200 were purchased to save money with a bulk order. Dr. Keddie will talk to teachers about gifting yearbooks to those sixth graders who weren't able to purchase a yearbook.
- b. Talent Show - Heather Fellenbaum
 - i. Everything behind the scenes is ready to go. There are a total of 16 student acts.
 - ii. Curtains were purchased with permission of PTO. They can be used for other events in the future.
 - iii. There is an afternoon show on May 19th
 - iv. AM Kindergarten will get a brief show as a dress rehearsal.
- c. Movie Night - Colleen Reynolds
 - i. Snacks and water have been purchased to sell at the event.
 - ii. All volunteer spots have been filled.
 - iii. Movie night will take place on Friday, April 22nd.
 - iv. Dr. Keddie will make an announcement at the end of the day regarding expectations; students seated and watching the movie, parent/guardian must be present.
 - v. A cash box needed for movie night for change and snack sales.

- d. Square One - Chrissy Snyder
 - i. We had a good turnout (\$4,080.75 - above goal).
 - ii. The tiles from this year and past years need to be hung, potentially in the library as a border.
 - iii. Items will arrive on April 29th.
 - iv. A question was raised as to whether or not we should continue doing portraits in future years?

- e. Spirit Wear - Chrissy Snyder
 - i. The spirit wear sale in the spring was with B&T Sportswear. This sale went smoothly.
 - ii. We only made \$150.80. However this decrease in sales is expected because there was a lot going on at the same time (candy sale and square one). Additionally, the items sold at this sale were the same as previous seasons.
 - iii. Moving forward, the community is considering holding only one spirit wear sale with new designs.

- f. Candy Sale - Chrissy Snyder
 - i. The candy sale went very well. We made \$1011.
 - ii. A request was made to change the order form for next year to look more like the sub sale so sales can be recorded more easily.
 - iii. We should continue to give the option for parents to notify the chair if they do not want their child bringing home the items on the school bus.

- g. Fun Run - Jerissa Warfel
 - i. The fun run will be simple and fun. It will take place on May 13th from 9-11:30. This is an early dismissal day.
 - ii. It will not be a fundraiser to reduce the financial burden on families.
 - iii. The Fun Run sign-up genius for volunteers and amazon wishlist for donations will be posted to the blog and social media. We will spend from capital expenses before asking for donations. Supplies can be ordered in the next two weeks through previous donations.
 - iv. Primary grades will go out first, then upper grades. There will be a small overlap for a full school photo.
 - v. The theme is "Let's Get Wild" Theme, animal oriented.
 - vi. Comet Man will be there. Dr. Keddie secured the costume.
 - vii. Dr. Keddie will speak with the nurses about alternative food choices for allergies and medical needs.
 - viii. The event will take place in the front loop/island.

ix. It will be moved inside if it is downpouring.

h. End of the Year Picnic - Adam Zurn

i. The end of year picnic will take place on Friday, May 6th from 6-8pm.

ii. Blog post and flyers have gone out.

iii. Two food trucks (Mista Twista and All-Sam's Trolley) will be there.

Adam is having a hard time getting additional trucks. Food trucks of Lancaster will be contacted in hopes to find additional trucks.

iv. A hot dog and drink will be provided for each student (free of charge to students)

v. The DJ will play music the whole time. The DJ needs someone to help run the cakewalk (donations needed for cakewalk - notice has gone out).

vi. A free photobooth will be available for parents and students to take pictures.

vii. There will be an Inflatable Obstacle Course. Adam is setting up a sign-up genius for parent volunteers to supervise the obstacle course.

viii. The committee is looking to borrow yard games and extension cords for the event.

ix. This is a rain or shine event.

i. 6th Grade Graduation

i. The chairperson has stepped down. Jen Stipe is taking over the role.

ii. The pool party is a go. Conestoga is being run privately so we have to pay (\$10 per student).

iii. Graduation will take place at 2:15, then students will go to the pool party.

iv. Pizza and cupcakes will be served.

v. Students CAN go to the pool party if the parent can not attend.

vi. A motion was made by Brandy Derr and seconded by Bonnie Martin to have the PTO allocate \$500 for the 6th grade graduation from the 6th Grade Field Trip for the unexpected costs associated with the pool.

vii. A discussion was started as to whether or not the celebration should be made a PTO sponsored event. A decision will be made next school year.

j. Edible Classroom

i. Flyers were distributed for the Edible Classroom summer camps.

3. Garden

a. Landscaping under pergola

i. \$600 was spent to put stone under the pergola. Dr. Keddie and Mrs. Zurn reported they are happy with the outcome. Students are enjoying it.

4. Open Chair Positions

- a. Pumpkin Decorating Contest
- b. Yearbook - preferably 2
- c. End of the Year Picnic
- d. School Rewards
- e. Game Night
- f. Movie Night
- g. Talent Show
- h. 6th Grade Graduation
- i. Fundraising (official after meeting)

5. Open Executive Board Positions

- a. Vice-President
- b. Treasurer
- c. Co-Secretary
- d. Co-President - Chrissy Snyder and Jerisa Warfel are interested in stepping into that role. Vote will take place at the next meeting.

6. Teacher's Report

- a. A concern was brought up in regards to the large balance in the PTO budget. PTO is interested in hearing ideas from teachers on how to best use the funds to support students.
- b. Board members agree with this concern and are looking at ways to increase spending for next year. They are considering distributing a survey to teachers for their input.

7. Principal's Report

- a. Dr. Keddie reported that they've had a busy spring at the elementary level.
- b. PSSAs start next week. Schedules will change during testing.
- c. The district is in the process of hiring a new PE teacher and 4th grade teacher (Mrs. Ochs retiring).
- d. An end-of-year assembly will be held on the last day of school.
- e. Summer program will be held for 8 days to help selected students get acclimated to school - Camp Conestoga (students entering 1st through 3th grade)

Meeting was adjourned at 8:21pm by Brandy Derr (President)

Minutes submitted respectfully by Melissa Carrodo, PTO Co-Secretary.

Our next PTO meeting will be held 05/12/2022 at 6:45 pm.