

SS Palmer/Parkside PTO Meeting Minutes September 10, 2012

- Meeting called to order by PTO President Mary Jo King at 7:15 p.m.
- Introduction of PTO officers by Mary Jo: President, Mary Jo King - Present; Vice-President, Nicki Frank - Present; Secretary, Brigitte White - Present; Treasurer, Chris Leshner - Present and shadowed by Lisa Leshner - Present. Mary Jo gave a summary of what PTO does for Parkside/S.S.Palmer. It is encouraged to contact any of the officers if you have any questions. The first meeting will always run a little bit longer than a usual meeting. A typical meeting will have an agenda and run about an hour long. At the meetings is when we do a lot of voting on decisions regarding the committee chairs requests and such. Our main goal is to provide fun for the children. The teachers pick the field trips and notify the PTO and we decide if we can afford it. Attending a meeting is not the only place to earn points. A meeting is to get caught up on everything that is going on and what is coming up. All PTO fundraisers pay for fieldtrips for students, assemblies, and other activities. Chaperones for fieldtrips will be paid for by PTO as well. The PTO officers are the foundation of PTO but the members make the whole organization work through all your volunteer time, donations, etc. Please feel free to contact any officer with any questions at any time (via email is best...all of our contact information is on all PTO paperwork or website). Issues/questions regarding specific Teachers or actions at school should be dealt with by teachers or the principal, not at PTO meetings.
- Girl Scouts is here tonight. Anyone with a child from Kindergarten through high school can sign their child up after the meeting.
- www.sspalmerparksidepto.org you will find updated information. The minutes will be on the website in a few days.
- Minutes from May's meeting are attached to agenda to be read. Membership update: as of today was updated, however Brigitte White was given a pile of new membership to update. PTO has received a lot of donations along with the memberships. The \$1 that is charged for membership is for insurance purposes. Motion to accept the minutes Ann Howard and seconded by Tiffany Christman.
- Treasurer's Report- Chris Leshner- behind the minutes is the report. Total of \$8,409 in expenses \$1,433.40 in income and ending report \$10,395.77 is ending balance. This does not include festival money. The CD has \$6,757.21. The playground fund has a balance of \$1,848.97. This account needs some activity or we will get charged a \$5 fee per month. Anne Cronk made a motion to put \$5 per month from our regular account in the playground fund account. A motion will not be made at this meeting to approve the treasurer's report because we didn't have a hard copy of the treasurer's report. This will be approved next meeting.

OLD BUSINESS

- **Fall Fundraiser**-update given by Brigitte White . This is a catalog fundraiser this year. It will go home on September 18th and the fundraiser will go for two weeks. One day pickup during parent-teacher conferences on November 20th from 12-6 p.m. Will need help getting packets organized to go out to students which will be on September 14th from 11:30 – 3:00 p.m. Look for an email asking for help. Fall fundraiser does pay for Christmas gifts for the students.
- **Kids Stuff Book**-update by Jen Tobia- in conjunction with fall fundraiser- the books should have been sent home last week. PTO gets 50% profit (\$25 book, we make\$12.50). Fundraiser will go to every child - kids stuff books will go one per family. Fill out the form and Jen will fill your order and return it to you. If you aren't interested in purchasing a book, please return it to school and Jen will get it from there.
- **Health Fair**-update by Larissa Kimmel- It will be held November 3rd at Beltzville State Park in conjunction with Towamensing Soccer from 10am-2pm. SS Palmer and Towamensing

PTO work together on this event. This will be open to the community. Lots of volunteer help will be needed that day. The book swap will not be in conjunction with the Health Fair this year; it may be at the school instead. A flyer will be sent home.

NEW BUSINESS

- **SS Palmer/Parkside PTO website**-update given by Anne Cronk-our PTO website is www.sspalmerparksidepto.org -email all information to Anne (acronk@ptd.net) and carbon copy the officers and she will post all activity information. A link to join the yahoo group is on the website. All emails will be done through the Yahoo group, so please be sure to join the group to look at all the information about PTO events. You can sign up through Facebook or yahoo ID. ALL information sent out is PTO related information. All members have to be accepted as members by one of the officers. All PTO minutes and bylaws are on the website for your review.
- **Committee Chairs**-update given by MaryJo King. We had a committee meeting before this meeting with the entire committee chairs to discuss the necessary information. There is only one committee open as of now and that is Beautification. This would be a co-chair to Danielle Frank. If you are interested in chairing this committee, please see the website and sign up there. You can fill out the form to submit your interest.
- **PTO Points**-given my Mary Jo King- Points are accumulated when you help and or donate items at a PTO event/activity. The point cycle goes from March 1st to the following Feb 28th. These points are tallied under your child's name and recorded whenever new sign-in sheets are presented to the Secretary. When it is field trip time, teachers ask for PTO member listings for their classes. Names of PTO members are given in point order. Therefore, those members with the most points (at least 5 per classroom) are chosen to attend the fieldtrip. If there is a medical reason for a parent to attend a fieldtrip, they must be a PTO member and they will NOT take a spot away from another PTO member. Please see the bylaws (copy is on website) for a detailed explanation. The points are an open book. All points will be posted at each meeting. Any questions regarding points can be asked anytime to an officer. Most field trips are in the spring, however; Kindergarten has two: one in the fall and one in the spring. The fall Kindergarten field trip is Friday, October 19th to Behler's farm. The field trips are ½ days that's why they get two field trips. Both morning and afternoon classes go on the field trip in the morning.
- **Market Day**-update given by MaryJo because Pam Andrews wasn't available. You should have received market day flyer in Wednesday communicator. PTO earns 10-20% each month. This month's pickup is Thursday, September 20th, here in the cafeteria in SS Palmer. Truck comes at 6:15 p.m. Help is needed from 6-8pm (6 for set-up, 7-8 for pickup) Market day sales pay for all the 6th grader's yearbooks. Cutoff for this month is Friday, Sept 14th for ordering. You can order online or send your order in to school. Every month has different incentives and free items offered (see the Market Day flyer each month for details).
- **Book Fair**-Lindsey German. Parkside book fair is October 1st to October 4th. Family night will be October 3rd. Setup is October 1st and Teardown October 4th. SS Palmer's book fair will be October 16th through October 19th for shopping. Family night will be October 18th. Setup will be October 15th at 9:00 a.m. in the PTO room 108 and teardown on the 19th. Lindsey is looking for someone to write out labels for books. This is a good way to earn points at home. There are two book fairs. One in the fall and one in the spring.
- **Christmas Gifts**-reported by Lisa Leshner-last year PTO gave Bomber long sleeve T shirts as gifts. PTO usually spends up to \$15/child. Lisa's email is llesher@pencor.com Please feel free to email her any ideas you may have. Santa delivers these gifts the last full day of school before Christmas vacation to all of the children which is December 20th. More information will come next month.

- **Fall Activities**- reported by Tiff Christman-held on Friday, October 26th. It will be held in the park. SS Palmer will have a little parade down Delaware Avenue and back Lafayette Avenue. Parkside's route is a little shorter but they still have a little parade for all the children in the park. A map will be sent home with your child's route. Lots of help will be needed to prepare the snacks. Also, lots of help will be needed to hand out snacks to all the children as they come back from parading in their Halloween costumes. The help is needed prior to the event and the day of the event. No parents are asked to help in the school with dressing the children, so please don't come in the school. One meeting will be held prior to the event so look for an email if interested.
- **Dance**—Angie Balch and Crystal Neff are the new chairs for this committee. The first dance is October 26th from 3-5 p.m. for 5th and 6th grade students. However, donations and volunteer help can be provided by anyone that wants to help. A flyer will be sent home asking for help with decorating, set-up, chaperone during the dance, and for clean-up and help with dismissing the students. Donations of baked goods, individually wrapped snacks, bottles of water and juice boxes would be greatly appreciated. PTO points will be given for donations.
- **Beautification**-Danielle Frank oversees this committee. Please thank Danielle for the wonderful work she has done already. LOTS of help is needed picking weeds, maintaining the school landscape (at both schools). We want our schools to look good and be proud so please help. You can definitely earn a lot of points with helping. A fall cleanup will be held soon, so look for further information soon.
- **Halloween parade** Jenn Platts and Joe Gostonyi. Sunday, October 21st and rain date October 22nd. The theme was between Angry Birds or SpongeBob Squarepants. They would like to send home a survey to see what the kids would like the theme to be. Any parents that would like to help with the float and to walk in the parade with the children are welcomed. They want to make a motion to request \$250 for set up. The motion was agreed. Angie Balch made the motion and seconded.
- **Halloween Costume/Clothing Swap**-Brigitte White/Angie Balch-The tentative date is Saturday, October 20th 10-2:00 p.m. in the Palmerton High School cafeteria. The clothes and costumes will be combined in one day. Bins will be out around the schools to place donations into. Look for a flyer going home soon for more information. We will need volunteer help for setting up and help during the swap. Costume swap will also be included this fall. We ask that you donate a costume if you take a costume. We request that you limit to one per person, since we don't have a large amount of costumes donated.
- **Hospitality**-Angie Balch/Tina Reph/Anne Cronk-update by Anne-thanks to the officers for supplying refreshments tonight. We are going to supply bottles of water with flavor packets and coffee and tea. We ask for no bottles of soda. Small bottles of water will be supplied to the children (no juice boxes). If you donate a food item, etc, you will receive a PTO point for your donation. An email will go out a week prior to the meeting asking for items to be donated for the meeting. Please email as to what you are bringing so we don't have a lot of one item. Donations will be needed for Talent Show too.
- **Child Care**-update given by Mary Jo for Rose Henning-childcare offered in the PTO room 108 during each meeting. There is a bathroom in the room. LOTS of help is needed for this. The only requirement is that your child is potty trained. Refreshments are provided for the children also. A form was sent home about a new change to the childcare. We would like to know ahead time if a parent would volunteer their time to help with childcare. This is not mandatory. We will need at least 2 volunteers per meeting. Please see Rose or an officer if you are interested in helping out. The National Junior Honor Society also sends three students down per month. Beth Shirk created a big agenda of activities for the children to be busy during the meeting. Next meeting will be a mini decorating pumpkin craft planned for the children. There will be a sign in sheet for your children. The drop off for child care is at 6:45 p.m.

- **Box Tops/labels**- reported by Mary Jo King. Kathleen Leister was unable to attend. She will need help to collect box tops to count on a weekly basis. An email will be sent out by Kathleen requesting help. There is a monthly prize for the classroom with the most donations of box tops. The classroom picks what they want as a prize. Lots of points can be earned counting, trimming, and bundling box tops. PTO earns money twice per year from box tops. \$3000 was earned last year. There is a pending check for \$967. For the Campbell labels, we earn points which we can redeem for school items. Send in with your child's name and homeroom on the bag to get credit for your child's classroom.
- **Ink Cartridges**-update given by Mary Jo for Tricia Steinmetz-there is always a bin at PTO meetings to place cartridges in. We accept cell phones, ink cartridges, DVD's, laptops, mp3 players, digital cameras, etc. If anyone works in an office and they want to donate cartridges, PTO will take them. Just like the box tops, we get money for recycling the above items.
- **Santa's Workshop**-Anne Howard-at Parkside and SS Palmer during the 1st full week of December each year. The children have an opportunity to shop for their loves ones. There are always opportunities for points for this committee. More information will be provided next month.
- **School Board**-Mary Jo-held on the 3rd Tuesday of each month. The next meeting is September 18th at 7p.m. on the third floor in the Parkside Building. You can go on the district's website to look for specific dates of meetings, agendas, etc. Very beneficial for PTO members to go to the meetings to stay informed about what's happening in the school district. We encourage the PTO members to go.
- **President's Report**-Mary Jo- thank you for coming. There are thank you notes on the table when you walk in to see and read.
- **Principal's Report**-Mrs. Brumbach-Welcome!! She has always been involved in PTO as a parent, teacher, and now a principal. We have an incredible PTO here at SS Palmer/Parkside with unbelievable community support. She really appreciates all the work all that we all do. She would like to thank Danielle Frank and her father in law for making the school grounds beautiful. The enrollment this year is 650 students in the schools. Therefore, not only all the hard work from the PTO members is appreciated also all the donations supplied for all these children for events and such. She continues to say about her open door policy if you would like to discuss something of importance – call her at any time and she will get back to you. PTO room used to be on the third floor. The room was moved to the bottom floor for convenience.
- **Comments/Questions**- Someone asked about the totals for the Giants rewards from last year. There was a new form sent home for this year. We will look into the totals and report at October's meeting.
- Door Prize Drawings
- Meeting was adjourned. A motion to end the meeting by Angie Balch and seconded by Tiff Christman

NEXT MEETING WILL BE HELD MONDAY, OCTOBER 8TH AT 7PM IN SS PALMER CAFETERIA.