

PTO MINUTES

SS Palmer/Parkside Elementary PTO Minutes

November 18, 2013

The meeting was called to order by Nicki Frank at 7:05 p.m.

In attendance

Nicki Frank – present, Michele O'Neill - Present, Brigitte White – Present, Angie Balch –present

Troop 3112 Cadettes: Emma Kimmel and Krystal Salter made a small presentation. This group of 12 is for girls in 6-8 grades. They are working on a Silver Award Project. They are collecting school supplies at each PTO meeting and at various stores until the start of next school year. The supplies will be given to the Parkside and SS Palmer students who are less fortunate. The school staff will decide who get supplies. Some of the items being collected are pencils, folders, erasers, glue sticks, crayons and notebooks. A box will be placed at each meeting for collection. If you should have any questions regarding this project, please contact Larissa Kimmel.

Approval of Minutes

The minutes were read from the October's meeting and approved. Sue Novak made a motion to accept the minutes, and seconded by Larissa Kimmel.

Approval of Treasurer's Report

The Treasurer's report was read from October's Meeting and approved. Tiffany Macaulay made a motion to accept the treasurer's report, and seconded by Sue Novak.

Old Business – Committee Reports

- **Book Fair - Palmer** – report given by Nicki due to Linsey's absence. The cash profit was \$1,146.38. During our fall sale, we always take cash profit which is 25% of our sales. In the Spring - we will take a book profit which goes to the class and school libraries.
- **Fall Festivities** – report given by Sue Novak. Preparation of Boo Mix was completed on Thursday, October 24th at Mary Jo's house. The event was held on October 25th during the children's parade. Thank you for all your help during the duration of the event. Everything went well.
- **Dance** – report given by Angie Balch. The first dance was November 1st. The event went well. There was a lot of help to set up and chaperones. For the first time: All the Drinks were purchased from Zimmerman's and the leftover drinks were sold to the parents. This went well and we will have a better idea of what to purchase for the next dance. There were no issues during this event.
- **Market Day** – Report given by Pam Andrews. Thank you for everyone who came out to help with October's Market Day. All of your help is very much appreciated. The next pick up will be November 21st from 7-8 p.m. Truck will be here around 6 p.m. to unload and sort. December – Market Day is featuring cookie dough and the December pick up is scheduled for December 19th. She wanted to clarify what Market Day is for. Years past, Market Day was instituted for the purpose to raise funds for the 6th grade yearbooks. So, Market Day funds are earmarked for that. In years past, Market Day was more profitable than what it is today. With that being said...Once the goal amount was met to purchase the yearbooks for the 6th graders, an incentive was offered to the customers but this has not happened the last couple years because of low profit. Let's get the word out and boost the sales!
- **Gift Cards** – report given by Angie Balch. Pick up will be November 21st from 6-8 p.m. in the PTO room. This is in conjunction with Market Day monthly. However, Angie does have the cards with her tonight, if anyone would like to pick up now. For the first month, the sales were just under \$5,000 and our profit was around \$300. The percentage of the profit depends on the card that is purchased. Every card profit is different. The next order sheet for December will be sent home Wednesday, November 20th in Wednesday Communicator. There were some new stores and restaurants added for this month. The next pick up will be here before Christmas – picking up December 19th. All orders must be returned by December 5th. The order form will be on our website for anyone who would like extra order forms.

- **Box Tops/Labels for Education** – report given by Nicki due to Kathleen's absence. Tonight there are little booklets from Box tops for your taking. Mrs. Pielmeier's 1st grade was the winner of October's party. It was not decided on what will be the rewarded. Congratulations and good luck in November.

New Business - Committee Reports

- **Clothing Swap** – Report given by Angie Balch. The next regular clothing swap will be in April sometime. However, right now we are going to try something different – the clothing that we have now is going to be sorted into bins and placed in the PTO Room. In the next couple weeks, a flyer will be sent home informing everyone that clothing is here if anyone is in need, just inform the office or a teacher. Also, a request will be put out because we are running low on clothing, especially girls' clothes between sizes 4-12, if anyone would like to donate. If anyone needs anything you can email Angie or Brigitte. We are going to try this for the next couple of months and see if we can utilize the clothing better. Right now we do have fall and winter clothing. A request will be for winter jackets and boots. Angie will start to separate the clothing this Thursday starting at 6 p.m. if anyone is interested in helping.
- **Fall Fundraiser** – Report given by Lisa Kistler. Our profit from the Charleston Wrap fundraiser was \$3,900. Pick up is Tuesday, November 26th from 12:30-8 p.m. A Lot of help will be needed starting at 9 a.m. to unload the truck and sort orders. If you are interested in helping, please contact Lisa Kistler or Brigitte White.
- **Spirit Wear** – Report given by Michele O'Neill. For the first time, things went well. The order came in earlier than planned. Michele has Spirit Wear with here tonight if anyone would like to pick it up tonight. If not, the pickup will be in conjunction with the fall fundraiser – November 26th from 12:30-8 p.m. Our profit was \$464 – not bad for not trying to be a profitable fundraiser. Thank you to Pam Andrews for assisting with teachers items. There are two extra shirts available if anyone is interested in purchasing – see Nicki.
- **Santa's Workshop** – Report given by Anne Howard. The committee is trying a new company called Kids Corner. Some samples are here tonight for your viewing. The items seem to be a better quality. The items are still in the range of .25 cents to \$10. Most of it is under \$5. Set up will be December 6th at 12 p.m. at Palmer. The event will be held the week of December 9th. SS Palmer children will be shopping Monday – Thursday with teardown on Friday the 13th starting at 12 p.m. Parkside children will be shopping Tuesday and Wednesday. Parkside set up will be Monday and teardown of Thursday, probably around 9 a.m. Information will be more clear when Linsey sends a flyer and email asking for help. A full schedule will be on the PTO newsletter which will be sent home on Wednesday, November 20th. The company will be supplying self-sealed gift bags in different sizes and colors. There are to and from tabs already on the bags. Michele O'Neill will be supplying a large amount of tape and sharpie markers. A flyer will be sent home with the money envelope. There will be a sign in Genius set up and information will follow for people who are interested in helping during Santa's workshop.
- **Dance** - Report given by Angie Balch. The next dance will be Friday, December 13th from 3-5 p.m. in the gym. Set up will be at 1:30 p.m. clean will be about ½ hour after dance is over. Lots of help will be needed for this event. A Flyer will be sent home with all the information.
- **Christmas Gifts** – Report given by Magin Gursky. The committee had a meeting last week to talk about items for the gift. The meeting went well. She did not want to mention the item during the meeting because of the children present. They decided on a fleece blanket with the school logo. Every year we like to do something that has the Bomber pride on it and useful whether it's a blanket, back pack, towels, shirts and bags. Santa will be coming to the school on Friday, December 20th to hand out the gifts to the children. THIS IS A CORRECTION: Wrapping of the gifts will be on December 18th at 6 p.m. in the PTO Room not the cafeteria due to band concert that same night.
- **Request for Joint PTO event** – Report given by Nicki Frank. Nicki received an email from the Towamensing PTO – she is going to read the email and wants feedback and discussion from the membership. The Towamensing PTO is planning on having a 5K Run in memory of Mr. House (5th grade teacher that passed away) on March 15th. They are raising money for playground fitness equipment in his memory. They would like to have a joint event for both PTO's to come together. The plan is to have the 5K and a festival of sorts in the park and we as the Palmer PTO can have a bake sale. They are hoping to be approved at the borough hall tonight. THOUGHTS: March would be a horrible time to have event in the park. This is to draw more of a crowd from the Towamensing PTO people and the Palmer PTO people. We have our basket Social at the end of March and that will take away from our baker donations for our event. We may want to sell something else. Is it worth it at all to be in the park... what if it rains, snows or cold. Do we sell drinks? Pancakes? We can volunteer our time but not

to fundraise at all. We can help advertise through our school. Decision came to – Mel will be invited to our January meeting and she can present this to the whole membership and we can ask questions from there. This may be something that can be in conjunction with Health Fair. More discussion to come.

- **President Report** –Report given by Nicki Frank. The newsletter will be sent home in the Wednesday Communicator this week. The PTO had money left over from our Charleston Wrap fall fundraiser last year, so the PTO used that money for two magazine subscriptions. The PTO had a drawing to pick a boy and a girl. Lauryn Harris won an American Girl subscription and Eli Christman won Sports Illustrated Kids. Subscription will start December or January.

Updated Field Trip dates:

- Kindergarten – May 9th - Steamtown National Historical Site. This field trip will need 1 chaperone per 4 children.
 - 1st Grade – May 23rd Crayola Factory – 1 chaperone per 3 children. Towamensing school will be going the same day so only 1 nurse will be needed.
 - 2nd Grade – May 1st Philadelphia Zoo Return at 5:30 p.m. 1 chaperone per 3 children.
 - 3rd Grade – May 30th – Quiet Valley - 3 chaperones per homeroom. This field trip travels as a class. There are small rooms and not many people can fix. This event is not open to the public, so a parent can't drive there on their own.
 - 4th Grade – April 3rd – Harrisburg State Capitol and Museum. 1 chaperone per 4 children.
 - 5th Grade – May 15th – Easton Canal. No less than 5 chaperones.
 - 6th Grade – April 23rd Iron Pigs – Educational days - 1 chaperone per 4 children.
- **Principal report** –Mary can't believe that next week will be Thanksgiving already. The Thanksgiving luncheon went well. There were 398 adults and 7 siblings served. Mary was able to work the crowd and talk to people - the vibe was very positive. She never got to do that before. Thank you to the PTO for your help during the event. Parkside luncheon is November 19th at 11:15 a.m. The Veteran's Day holiday was the first time that the school had off. The community has asked for this for a long time. Hopefully this will continue. Next week is Parent/teacher conferences on Monday and Tuesday with ½ days for the children and then Thanksgiving break. The band Christmas concert will be the 18th.

Questions/Comments – Ann Cronk questioned about Veteran's Day and if we invite service men in to speak with the children? Mary commended that this was done in the past but this may be not be something that we would do every year. Ann will talk with her father and see what can be arranged. We are not opposed to them coming in we just need to be careful.

Pam added that 4th grade field is the 3rd not the 4th like it was stated in last month's minutes. Also pictures can't be uploaded to the website yet.

Next Meeting

January 13th at 7:00 p.m., in S.S Palmer cafeteria

Motion to adjourn was made at 8:10 p.m. and was passed unanimously. A Motion was made by Tiffany Macaulay and seconded by Magin Gursky