

PTO MINUTES

S.S. Palmer/Parkside Elementary PTO Minutes

April 14, 2014

The meeting was called to order by Nicki Frank at 7:10 p.m.

Officer attendance

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

Approval of Minutes

The minutes were read from the March's meeting and approved. Sue Novak made a motion to accept the minutes, and seconded by Magin Gursky.

Approval of Treasurer's Report

The Treasurer's report was read from March's Meeting and approved. Laura Konze made a motion to accept the treasurer's report, and seconded by Mary Herrmann. There was a check for \$1,315 to the Iron Pigs on April 2nd. This check was a reimbursement for Mrs. Burkhardt. The Iron Pigs wanted a check but Mrs. Burkhardt didn't want to write a personal check so she asked the PTO to assist with the monies given for tickets. Also, there was a deposit on March 20th for \$700. This was a refund from Christmas gifts. When Magin ordered blankets, they shipped two different color blankets and Magin wasn't happy with the product and complained to company.

Old Business – Committee Reports

- **Gertrude Hawk Fundraiser** – Report given by Brigitte White. Profit was \$4,068.23. Pick up went well and thank you to everyone who came to help.
- **Pizza Financial Difference** – Report given by Brigitte White. The difference from last year to this year... Last year sold 1073 pizzas from West End. This year sold 740 Matey's Pizzas. There was a \$666 less profit difference. Please keep in mind this was a new product and maybe after a couple years, the sales will go up.
- **Basket Social** – Report given by Nicki Frank. The basket social was held on March 23rd from 10-3 p.m. at the Palmerton High School. The total food and basket profit was \$3,984.61. This was a \$1,000 more than last year. We also had a \$25 cash door prize and tipped the custodian, which we didn't before. We had a 30% increase in sales which we contribute a few things...Facebook pictures of the baskets, train show and especially the booster club sign ups.

Monthly Fundraiser Reports

- **Market Day** – Report given by Pam Andrews. Thank you to everyone that came out to help at the last pick up. The next pick up will be April 24th from 7-8 p.m. with the truck coming at 6 p.m. Deadline for orders will be Friday. Help will be needed at pick up. Please stop by and help. Offer this month is.. spend \$40 or more and get a free California blend vegetables.
- **Gift Cards** – report given by Angie Balch. The new gift card form will be sent home next Wednesday. For a limited time, there will be smaller \$ amount cards, plus just in time for vacation time...They will be offering gift cards for car rentals, vacation trips and gas. The flyer will have all the detailed information. Orders can also be made online using code: 8AB1L1EA38945. You can also pay online but it will cost an additional .15 cents. Otherwise, you can send a check to school. If you order online and send a check to school. Please do not include the order form because it will be double ordered. The pick-up will be in conjunction with Market day- April 24th.

- **Box Tops/Labels for Education** – report given by Nicki Frank due to Kathleen's absence. Kathleen is waiting for a check in the amount of \$100.62 for box tops. Total money collected for the year is \$1,734.92. Labels for education totals are 64,336 labels. Mrs. Brumbach will have to get a list together of some stuff that may be needed, so we can use up the labels. Please watch when submitting box tops. The committee has noticed that the box tops are expired. March tallies aren't completed yet. Once they are, Kathleen will report the winner. The committee is always looking for new volunteers. If you are interested in helping with box tops, please contact Kathleen directly. See Nicki at the end of the meeting for Kathleen's information.

New Business - Committee Reports

- **Beautification** - Report given by Nicki Frank. With the weather finally getting nice outside. It is time to clean up the outside of the schools to make it look nice. Anyone at any time can pull weeds or rake the school grounds to help out beautification. If you feel like helping out just submit your time to the committee chair or any officer.
- **Apple Dumplings** – report given by Nick Frank. Apple dumpling orders are due today (Monday). Pick up will be April 28th from 4:30-7 p.m. Truck will deliver at 3:30 p.m. and sorting will begin. Help will be needed to go through the orders. The totals must be into the company by Wednesday. Please see Nicki if you are interested in helping. Also, help will be needed on the day of pick up for sorting and distributing. Pick up will be held in the Palmer Cafeteria.
- **Clothing swap** – Report given by Angie Balch. The clothing swap will be held on Wednesday, April 16th in the S.S. Palmer Cafeteria from 3-6 p.m. The bins are set up outside the schools and we are currently collecting clothing. We will be meeting at 12 noon on Wednesday to start sorting, if anyone is interested in helping. A lot of help will be needed to sort because it's time consuming to sort through all the clothes. We are accepting spring and summer school age clothing. We will accept fall and winter as well but would like clothing for the current season. The book swap will also be held this day. You can bring the books with you that day to donate.
- **Officer Nominations** – Report given by Anne Cronk. 2014/2015 nominations will be held at May's meeting. In a week or so a flyer will be sent home for nominations. You can re-elect the current officers, elect yourself or someone else. All will be contacted by Anne to see if they accept the nomination. Voting will be held during the next meeting and the new officers will be announced at that time.
- **Teacher's Luncheon.** Report given by Nicki Frank due to both MaryJo King and Jen Sterner absences. The teacher's luncheon will be held on Tuesday, May 6th. Donation flyers will be sent home soon. Every May the PTO organizes a teacher's luncheon to thank them for a wonderful job they do. All the food is provided by the Membership with cover dishes. The organization purchases Subway hoagies and there is a very nice spread for all to enjoy. This year the event will be held in the PTO Room 108 at Palmer and in Room 209 at Parkside. Help will be needed for set up and serving. Please contact MaryJo (Palmer) and Jen (Parkside) if you would like to help. This event is held on a Tuesday this year, so whatever food is left over. The teachers will have the whole week to pick at.
- **Mother's Day Plant Sale** – report given by Magin Gursky. The Mother's day plant sale will be held on May 7th and 8th. Truck will deliver flats at the school (Palmer) at 4:45 p.m. on May 6th. On May 7th will be Parkside and Palmer. May 8th will just be Palmer. Weather permitting, this event will be held outside. Last year Magin ordered 1602 flowers and had to run for more at the Service Team. This year it was decided that she should order an even 100 flats of flowers which totals 1800 4 inch flower pots. The price will be the same as last year which is \$1.25 each. Also last year, Magin ordered 3 small flats for the children that can't afford to purchase flowers and it will be given to those children so they have something to give to Mom. Help will be needed to wrap the pots on the 6th and also during the event on the 7th and 8th. A schedule will be sent out soon with shopping times. Please contact Magin if you would like to help or if you have any questions regarding this event.
- **Play Days and Track and Field Day** – Report given by Nicki Frank. Dates for the playdays and Track and field. K/1st grades are scheduled for May 12th with rain date May 13th, 2nd/3rd grades May 14th with rain date May 15th. 4th, 5th and 6th Track and Field will be at the High School on May 16th from 9:30-2 p.m. with rain date on May 23rd. Bottled water is supplied to K-3 and Nicki will be looking for people to collect water for their child's class

or any other class, mark the child's name, chill and distribute during the event. An order will be placed with Country Harvest. Please keep in mind this is NOT a PTO event. It is a Mr. Heller day. Every child and every parent is invited to come this day. Volunteers will be given points for their time with preparing water but not to be at the event. 4-6 graders will be at the High School and will get water and Gatorade mixed. If you would like to assist Nicki with this, please contact her.

- **Farewell Dance** – Report given by Angie Balch. The last dance of the school year will be held on May 16th from 6-8 p.m. Set up will be after school at 3 p.m. and then will return at the time of the Dance. This is a no walking home dance nor can the children dismiss earlier than 8 p.m. If the child must leave early, than they just can't come to the dance. We will need more chaperones for this dance, because of the dismissal time. Flyers will be sent home with information soon. There will be no charge for admission. Donations of snack bags of chips, baked goods and drinks are needed and a point will be rewarded for donation. Help will be needed for set up, during the dance and especially at dismissal. You will be out of the school by 8:30 p.m. if there is enough help and if things go smoothly. Contract renewal...This coming year, the price for all 4 dances will be \$850.00. \$900 with a \$50 discount. Anne Cronk made a motion to renew the contract for \$850.00 and Magin Gursky seconded it.
- **Family Fun Day** – report given by Karen Thomas. The family fun day will be held on Saturday, June 14th at the S.S. Palmer School from 10 a.m. -4 p.m. This event will be in conjunction with the SOAR carnival on June 13th for the children. The family fun day will continue on Saturday for the whole family. Karen schedule Smithy's French Fries to be at our event. The stand will have everything, not just French fries. If Smithy's makes \$700 or more, he will donate 20% of the sales. If he doesn't make more than \$700 we don't have to pay him for him to be there nor his time. A list of games will be created and help will be needed to build/create games for the event. The national junior honor society was contacted to help, plus Patti Green was asked if the older girl scouts would be willing to help. Mr. Palazzo was asked to be the DJ for that day but he had a prior commitment, so he will show Karen how to set up and use the speaker with iPod to play music. Karen rented a dunk tank, cotton candy machine and a sno -cone machine for both days from Country Junction. Country Junction only charged the PTO for a 1 ½ day instead of whole 2 days. Nicki's husband will pick up items from the Country Junction for the carnival (Country Junction doesn't deliver). Karen is looking for someone to do face painting and would like to set up a sand art stand. Karen has been in contact with Anne Cronk to set up the sign up genius for volunteers to help. Flyers will be sent home the 2nd or 3rd week in May. Karen requested \$600 for startup funds. Joe Gostonyi made a motion to give Karen \$600 and seconded by Stephanie Meixsell. Laura Konze added that Karen may want to contact Parryville and they will do a funnel cake stand for free. Anyone is welcomed to come out and help that day or prior to event. Please contact Karen. This is not a fundraiser just to have fun!
- **Bomber Fun Run** – report given by Lisa Kistler due to Larissa Kimmel's absence. The event would take place September 22-24, 2014. This is called the Race for education but decided to call it the Bomber Fun Run. This event is to replace the fall fundraiser catalog. We are trying to find something else to replace some of the fundraisers that aren't bringing in much money anymore. There is a meeting on May 8th at Larissa's house to discuss more about the details. The event will take place at the park. The kids will be out for a run for about ½ hour. Your child will get sponsors for the run. (This is similar to Jump Rope for Heart). When the flyers are sent home, it will have more detailed information. Plus at the May meeting, more information should be provided. Larissa is looking for a lot of help to make this event successful. We are looking for anyone that has experience in running races. We could really use your knowledge and learn more about how we can handle this event ourselves. If we would go with the Race for education, the PTO wouldn't be able to have any other fundraisers within 8 weeks of the event. This would mean we couldn't have Market Day, Apple dumplings or gift cards. We are not willing to give those up at this time.
- **President Report** –Report given by Nicki Frank. April is Volunteer Appreciation Month; however the PTO will be celebrating it in May in conjunction with Nominations. We will have some baskets and gift cards to win. Each PTO member that earned 10 or more points throughout the year will receive a ticket per 10 points. Plus they will receive a ticket for every monthly PTO meeting they attended. Tickets will also be for sale \$1 for 1 ticket, 3 tickets for \$2 and 15 tickets for \$5. There will be a couple special prizes that will be for our volunteers that earned more than 50 + points. One of the items is a \$ 50 gift card to The Seventh Moon. IRON PIGS – there are a few Iron Pigs tickets available for sale for \$17 with buffet. The game is at 10:35 a.m. on April 23rd. You will have to provide you're own transportation. If you are a parent with a 6th grade child and not a chaperone. You may go and seat with your child (if there is room), however you may not take your child from the assigned chaperone. ART SHOW – the annual art show will be held on Wednesday, May 14th from 6-8:30 p.m. at the S.S.

Palmer school. The S.S. Palmer School will have a huge display of all the children's art work multiple times. It is a very special and nice event. Please stop by and check up your children's work and the art gallery. COMMITTEE CHAIRS – Michele is compiling a booklet of all the committees' duties. Emails were sent out requesting for all committee chairs to provide information about how they prepare for their events. Please have your information into Michele by no later than May 1st. VOLUNTEERS – This organization cannot function without all the membership. Sometimes we will have very little help and then sometimes with have a lot of help. It is not our policy to turn volunteers away. Each and every PTO member has the same right to earn points. Should you ever be in a situation where you have been turned away, please remain at the event and second please inform an officer immediately! This is not acceptable nor is it, or will it be tolerated.

- **Principal report** – Mrs. Brumbach reported that there isn't any school on Friday, April 18th and Monday, April 21st but there is school on the 17th. June 17th is the last day of school. The written PSSA tests were sent out today. The Science PSSA are still be worked on and should finish the 29th or 30th.

Questions/Comments: Pam Andrews – the **talent show** will be May 30th. Flyers were sent home this past Friday. They are looking for help and volunteers to participate. **Summer Rec** is scheduled from June 23rd – August 1st from 9-12 p.m. The prices will probably be the same as last year. This is a 6 week program or a daily. It is held at the coal bowl playground for 5 mornings per week. **Tastefully Simple – Michelle Gordon** is a tastefully Simple consultant and would like to start a fundraiser and she would donate her 30% commission that she would earn from the sales. This would be an online fundraiser and the items would be sent directly to your home. We can set our own dates and run it whenever we like. **Leann** commented that she is a Kindergarten parent and she was very overwhelmed with all the paperwork/fundraising that was sent home in the beginning of the school year. She just put it aside and never looked at it. Nicki responded that she would like to create a list of an overview of the whole year's fundraising and put it in the packet that is sent out in the beginning of the school year. We spend about \$40,000 per year for Christmas gifts, 6th grade t-shirts, field trips, school assembles and MORE. Fundraiser is needed to continue all these items. Next month Angie will have a list of the money that came in, went out and what we do with all the money we earn. This year wasn't the best year for fundraising, especially fall fundraiser catalog and that was with us adding different fundraising this year. **Committees** - Angie added that there are a lot of open committee chairs online that need to be filled. Beautification for S.S. Palmer, Halloween Parade (If we don't find someone to fill this position, we just won't have a float in the parade), Santa's Workshop at Palmer and Jump Rope for Heart which Joe Gostonyi said he would stay on with Karen. **SPAM** - Anne Cronk mentioned that she is receiving a lot of spam mail through the committee chair link. **Book Fair** - Karen Thomas reported that book fair in the fall will stay the same but spring book fair will be in March. March 2nd for Palmer (Palmer will start off the event next year) and then Parkside will be March 16th.

Next Meeting

May 12th at 7:00 p.m., in S.S Palmer cafeteria

Motion to adjourn was made at 8:13 p.m. and was passed unanimously. A Motion was made by Laura Konze and seconded by Magin Gurksy.