

S.S. Palmer/Parkside PTO Minutes

April 12th, 2015

The meeting was called to order by **Brigitte White** at 7:05 pm.

In attendance

Brigitte White – Present, Magin Gursky -Present, Larissa Kimmel –Present

Introduction: Brigitte thanked everyone for coming out.

Approval of Minutes

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

Approval of Treasurer's Report-

Larissa mentioned that there may be one thing on the report that seems odd. There was \$300.00 donated by an individual during bookfair. We wrote a check out in that amount to the chair so that she could cash it and deposited the original donation check. So they did off-set themselves. Mary Herrmann made a motion to accept the treasurer's report, and seconded by Michelle O'Neil.

Old Business –

- **Joe's Place cards-** The chair was not present and Brigitte did not receive a report. Brigitte did mention that she knew the profit was \$877.00, which was \$40.00 more than we made with Matey's Pizza last year.
- **Palmer Book Fair-** report given by Jen Sommers- Everything went great. Thank you to everyone you volunteered their time. We had a total of \$6,450.00 in sales. We earned a total of \$4,198.00 which was split between the library and each teacher's room.
- **Basket Social-** report given by Brigitte. Nicki said our baskets looked great this year and our help was very greatly appreciated. We brought in a total of \$4,075.00. We paid out \$50.00 to custodians, \$122.50 to 50/50 winner, \$25.00 for cash door prize, \$71.22 in start-up items (wrap, basket tags, etc). Total deposit was \$3,877.50 with total profits of \$3,806.28. This is up 35% from last year. Last year was up 30% from the prior year. We raised \$726 by holding the in-school basket social which was well worth the extra work.
- **Basket Social Hot Food-** report given by Brigitte. Thank you for all the food donations and all the volunteers that helped serve food. Our profit was \$1,185.51. We would have made a little more but we had to run out and purchase more hot dogs.
- **Spirit-Wear-** report given by Steph. There's really nothing to report. The sale does end Wednesday. Once we know a delivery date, we will let everyone know. It probably won't be as good as in the Winter but we expected that.
- **Nothing But Dumplings-** report given by Lisa Kistler. Pick up will be 5:30-7:30. Will need help at 4:30 to help unload and sort on April 29th. This is it for the Dumplings as Jon is no longer going to be doing them. I have looked into other companies such as Natures Vision and a cup fundraiser. Each of those are a 40% profit. Will keep looking and will bring all choices to the meeting for everyone to see.
- **Clothing Swap-** report given by Kristy. Our clothing swap was last Thursday. We had a good turn out and a lot of donations. We did go through and bag up things that have been around for some time. We are looking to donate them to other places who are in need of those items. If we still have stuff, we have thought about donating to the Purple Heart. We have also boxed up the shoes and will be giving them to Girl Scouts.

- **Rainbow-** report given by Brigitte. At the last meeting Nicki stated that she was going to get Mrs. Muffley a gift certificate from Joey B's due to having a recent surgery. I purchased the Gift Certificate and gave it to her with a get well card.

Monthly Fundraisers

- **Market Day-** report given by Mrs. Andrews. Pickup will be April 29th. It's a Wednesday this time instead of a Thursday due to other things happening at the school. Please get any orders in by the previous Thursday. Again thank you to everyone who helps out.
- **Gift Cards-** report given by Wendi Bartholomew. We made \$90.00 last month. Pick up will be the same as Market Day April 29th. April 18th is the deadline. If anyone needs Step-by-step instructions on how to register online, I have them; please see me to get one.
- **Box Tops and Labels for Education-** report given by Brigitte. Mrs. Westermann's class won the contest for March 2015. They had a grand total of 2064! They will be offered a reward party of their choice.
 - 1st place: Mrs. Westermann 2064
 - 2nd place: Mrs. Ambrosiano 556
 - 3rd place: Ms. Strohl 465

Thank you for all the helpers who cut, sorted, and bundled. March was a very busy month. 16 classrooms participated. April will be the last month for the contest. Continue to send in through May, June, July and August. Do not hold on to them through the Summer; keep sending in. The next contest will be in September 2015. There isn't enough time in June to hold a reward party.

April report was:

Labels for Education: 3/27/15 Submitted 3,454 points. A grand total 33,322 is available to shop in catalog or receive a visa gift card in monetary increments that can be used to purchase items needed anywhere a visa card is used.

Box Tops: 2/26/15 submission for \$526.80. 1/8/15 \$414.20. School will receive a check in April for \$941.00. The next check will be issued in December 2015.

A check for \$1,890.00 was paid to school on 12/15/14.

- **Ink Cartridges-** report given by Wendi. I have contacted the company and they are only taking certain cartridges. When going through the cartridges you have to do an intense form and know what brand and make of the printer that the cartridges came from. Do we want to switch companies if I can find a better one or stay with the current company? Michelle O'Neil said to look into other companies that will take all kinds of cartridges. Larissa also mentioned to check into Staples as they do take them as well. Only thing with Staples is they give store credit, but if we did that we could use the store credit for things we may need for events PTO holds throughout the year. Wendi is also looking for a co-chair so if you would like to help, come see one of the officers.

New Business

- **Beautification-** No one was present to give a report. A few members did mention that there were two people working out front of Parkside today. Steph Meixsell said she talked with one of them and they said they are waiting on flowers to see what is remaining from the Mother's Day plant sale. Brigitte also mentioned that her step-son started this weekend over at S.S. Palmer. He is doing this for his Senior project.
- **Mother's Day Plant Sale S.S. Palmer/Parkside-** report given by Magin. Plants have been ordered from the same greenhouse we have used in the past, Dan Schantz Greenhouse. The pre-wrapped sleeves are also ordered again to make wrapping easier and more personal as the kids get to pick colors for who the plants are for. I went with the same company as I heard good things about the plants again this year. Delivery will be Tuesday May 5th. Shopping dates will be Wednesday May 6th for both Parkside and S.S. Palmer and Thursday May 7th for S.S. Palmer only. Teachers have started signing up for their shopping day and time. Once I have that, I will gladly share if anyone wants to know before signing up to help. I will be needing help as well, as my co-chairs will need help at Parkside.

- Officer Nominations-** report given by Mrs. Brumbach at the end of the meeting. Mrs. Brumbach mentioned about how we have always done our nominations in the past and how at the beginning of the school year we mentioned we were going to do things as stated in our by-laws. This meant the way nominations would be done would be different than last year. That was until I looked at these by-laws and thought, Oh My! I met with Mary Jo King as she was president when these by-laws were done. We went over them word for word and discussed each item regarding nominations. Turns out some of the by-laws are not worded to say what was really meant. So with that, Brigitte suggested it would be best that I take lead on this matter. I made copies of the by-laws that are in reference to the nominations, Article 7 and 12, so that we can go over them and not make anything we are doing illegal in any way. Mrs. Brumbach did add a few things only to help understand things better, but is not physically changing anything tonight. She will be looking into changing and fixing the by-laws come September. First thing she added was in Letter E. In the past, the forms went home to every child, which could have resulted in anyone sending in any nominations. However, in order to make a nomination you MUST be an ACTIVE PTO member for it to count. Next change or addition was Letter F. It says you need a nominating committee of 3 people; 1 being from the executive board. Brigitte suggested Mrs. Brumbach as she is impartial. Also these 3 people cannot be anyone running for any officer position. Next was Letter G. Mrs. Brumbach added **at least** as there cannot be a vacant office. In the amendment parts, Mrs. Brumbach made parts she still didn't understand or wasn't clear to her in large print. Mrs. Brumbach handed out a form to the members that they could nominate 2 people to join Mrs. Brumbach on this committee. A member asked how they were supposed to know who wanted to be nominated and who didn't. Mrs. Brumbach then asked who would like to be nominated and Sue Novak and Magin Gursky raised their hands and neither of them will be running for any upcoming officer positions. Mrs. Brumbach said if there were only those two, that there was really no reason to nominate as long as everyone was OK with those two people being on the committee. Laura Konze made a motion to accept Sue Novak and Magin Gursky. Mary Herrmann seconded that motion. Mrs. Brumbach also revamped the letter that will be going home, adding that you must be an active PTO member. A few members also said a good thing to add would be a spot to put parents name, child's name and teacher so that we can verify that they are an active PTO member. Mrs. Brumbach made note and will add that before sending the forms home.
- Teacher Luncheon-** No one was present to give a report. Brigitte did let everyone know that the date this year will be May 20th.
- Play Days and Track and Field Day-** report given by Brigitte. Dates for the play days are as followed: K/1st will be held on May 11th with a rain date of May 12th. 2nd/3rd grades play day will be held on May 13th with a rain date of May 14th. Track and Field will be at the High School on May 15th from 9:30-2pm with a rain date of May 22nd. Bottled water was purchased from Country Harvest and will be picked up the first week of May. The water for S.S. Palmer will be stored in the PTO room until it is needed. Sue Novak has graciously volunteered to pick up the water from Country Harvest for us. Please keep in mind this is NOT a PTO event. It is a Mr. Heller Day which means no PTO points are given. Every child and every parent is invited to come that day. If you would like to assist in handing out the water please let me know. Sara Myers is the committee chair of this event, however I don't know that she will be able to help, due to her expecting due date. We would need help with giving the water to the teachers at S.S. Palmer as Sue puts Parkside's water right in each classroom. Also, for Track and Field we need to take the Gatorade jugs from the PTO room and fill them up with ice and use the hose at the high school to fill them up throughout the day. Also, I am in need of 2 photographers for Track and Field and 1 photographer for each of the Play Day dates. If you are willing to take pictures, I have a paper up here for you to sign up on.
- Festival-** report given by Michelle O'Neil. Festival will be September 11th, 12th, and 13th. The only change this year was the rental cost. It went from \$291.00 to \$385.00. There was an increase across the board for everyone. Ours was a little more only because for the past 5 years they were only charging us the cost for a non-food stand. So to fix their error once they realized it, they put us up to the minimal food level cost. The festival committee suggested that all stands increase the cost of things they sell. Michelle said we will do just that but will only increase \$0.25-\$0.50. Also this year, every stand is required to sell Duck Race tickets. Last year we were able to return any unsold tickets and not pay anything. This year even if we do not sell the tickets we must turn in the money that each ticket is valued at. A few members asked what about the Dumplings since Nothing But Dumplings will be no longer. Michelle said she is NOT giving up dumplings as any of the other stands would be able to take it and we would no longer be able to sell them. She has already looked into a couple different dumpling companies and will continue looking. If you know any organization or company that makes them Michelle would be glad to know their contact info.

- **Farewell Dance-** report given by Amy Carrelli. Our last dance will be May 15th 6pm-8pm. Thanks to everyone who donated, as we got \$290.00 in monetary donations. We will be using that to purchase stuff we need such as decorations and food. This time around I have decided to do juice boxes instead of Zimmermans iced tea. Juice boxes are cheaper. Also, I received the renewal contract from the DJ. The renewal is \$850.00 which is the same as in the past with an initial fee of \$200.00. Brigitte did bring up that some of the members mentioned about asking Mr. Palazzo. Magin then mentioned that she didn't think that was going to work as she heard Mrs. Brumbach was not very keen on that idea and that once Mrs. Brumbach arrived we should just double check with her. Amy said the DJ is great with the kids and does a good job. Ann Cronk mentioned about going back to donating all the stuff and keeping the cost at \$0.25 as the dance isn't there to make money. She also said maybe we could keep asking for monetary donations and put that towards the DJ cost once we replenish our decorations and have parents donate exactly what brands of snacks we are looking for. Amy said she is not having hot dogs at this dance as it is a night dance and most kids will have dinner before coming and doesn't want to have stuff go to waste as there is no other event that the stuff could be used at. There was a motion on the floor by Laura Konze, that we do as we normally have done with leaving everything free for the last dance and then revisit the prices for next year. Michelle O'Neil seconded it. At the end of this discussion Mrs. Brumbach was asked about Mr. Palazzo doing the DJ and she said no, as it is a conflict of interest. Sue Novak made a motion to go with the DJ and re-sign the contract. Becky Christman seconded it.
- **President's Report** – given by Brigitte. I just wanted to thank everyone for their patience and understanding with the recent changes to our board.

In the beginning of May's meeting, the officers will be holding a Volunteer Appreciation "mini" basket social to thank you and show our appreciation for all the work you do throughout the year. For every 10 points that you earned during the 2014/2015 school year, you will receive a ticket. In addition, for every PTO monthly meeting you attended, you will receive a ticket. If you are interested in purchasing additional tickets for yourself or your child, the ticket prices will be \$1 for 1 ticket, \$2 for 3 tickets or \$5 for 15 tickets.

Photographers needed! I am in need of people to take pictures at the upcoming events. If you are interested, please see me at the end of the meeting.

The Art Show will be held on Wednesday, May 20th from 6-8:30pm throughout the S.S. Palmer building. This will include Parkside and Palmer students art work. It is a great time to spend with your child and walk around looking at all the wonderful art work our children created.

We have a slight problem. Our chair of Childcare stepped down today. She is very upset about several things. One thing is that children who aren't signed into childcare are roaming the school and then when the other kids see that they think they can go and do it as well. Also, that no one is volunteering to watch the kids so that she can be part of the meetings. Rules have not changed. If your child comes to the meetings they must be signed in and they must remain in either the gym or the PTO room till picked up by parent. Mrs. Brumbach mentioned that there is to be no children running in the school as it is a big no-no and huge insurance liability. Plus, there is no reason to be running in the school. We are in need of a volunteer for the May meeting. If you want to do childcare please see us. A few members mentioned several suggestions on how to get parents who use childcare to volunteer one time each year. They were noted and when we look into it for next year all ideas will be considered. Terri Ahner volunteered and will be in childcare for May's meeting. Thank you so much Terri for volunteering.

- **Principal's Report** – report given by Mrs. Brumbach. I am so excited I just got the call that our team just won Sixth Sense! Our team consisted of 3 S.S. Palmer kids and 3 Towamensing kids.

Last meeting I brought up the clearances and said I would bring more info to this meeting. I met with the Superintendent and he said the state hasn't verified anything as of yet. He said the policy will not be changed until he gets the final say from the state that everything is definite. Therefore, I don't have any information to tell you.

PSSAs start tomorrow. There will be no homework during these days. Try and make it as calm as possible before your child leaves for school. The cafeteria will be closed for breakfast during these days except for 2nd graders. 3rd thru 6th grade will be eating breakfast provided by the school in their classrooms. It is not a huge meal just something small so that we know each child has food in their stomachs before testing. 1st week will be April 14th - 17th with English Language Arts. Writing is embedded across the board. FYI this is for grades 3-6. They will test in the morning only. April 21st, 22nd, 23rd will be Math and 4th grade will have Science on the 28th and 29th. Make-ups have to be finished by May 8th. NEXT YEAR, 2015-2016 PSSA's will be the weeks of April 11th -15th -English Language Arts, 18th - 22nd -Math, 25th -29th -Science. Make-ups will have to be finished by May 6th. There will be a different Special schedule during these days. Wendi asked if you could send in stuff for your child in case whats offered isn't something they like. Mrs. Brumbach said that was fine as long as it's not soda or chocolate and was something small.

Sue Novak asked if Mr. Palazzo will be having a carnival this year. Mrs. Brumbach said as far as she knows yes but doesn't know of a date as of yet.

- **Questions/Comments** – Larissa Kimmel mentioned that we would like to send out a survey asking for opinions on what everyone likes or doesn't like about anything PTO related.

Mrs. Andrews thanked everyone for their support of the 6th grade t-shirts, and also for supporting the 2 seniors with the highest GPA through Market Day profits. PTO gives \$200.00 each year. Amy Carrelli asked Mrs. Andrews if each 6th grader will also be receiving a yearbook this year. Mrs. Andrews said yes they will be receiving a standard yearbook as the yearbooks are a little different this year. If you want anything other than the standard yearbook you would have to pay for that.

FYI- Summer Rec will be June 22nd - July 31st from 9am-12pm.

Just a reminder, when you have a flier that needs to be approved...please send a copy to Mrs. Brumbach. Once the flier is approved by Mrs. Brumbach, all copies still need to be retrieved from Sally. Copies can be done in school or if you have the ability to do so at your work or home. Only request is when taking the approved flier from Sally, please have her leave a note with the info of the name of the event or reason for the flier and put that it is out for copying, so that we do not have multiple people making copies. This is per Mrs. Brumbach's request. If you need someone to make copies for you, please let one of the officers know and we can assign a copy person.

Next Meeting

May 11th, 2015 at 7:00 pm., in S.S. Palmer Cafeteria

Motion to adjourn was made at 8:46 pm by Sue Novak and was passed unanimously. The motion was seconded by Terri Ahner.