



S.S. Palmer~Parkside P.T.O.

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October 15, 2018 Meeting Minutes

Call meeting to order: Michelle Gordon at 7 pm

Pledge of Allegiance

In Attendance: Michelle Gordon, President; Jennifer Sommers, Vice President; Melisa Beahn, Treasurer; 29 Members

Minutes from September 17, 2018 Meeting: Presented by Jennifer Sommers (Andrea Hahn was unable to attend meeting). Motion to accept made by Laura Konze, 2nd LeAnne DeWalt. All in favor, no one opposed; minutes approved.

Treasurer's Reports from June through September 2018: Presented by Melisa Beahn. Motion to accept made by Amber Gorman, 2nd by Mary Hawk. Motion passed. All in favor, no one opposed; reports approved.

Old Business:

- a) Community Festival Update presented by Anne Cronk: They are happy to report that given the terrible weather for the festival, our PTO stand remained open and was able to sell-out of all of their product by the end of the festival weekend! They sold 636 orders of crepes and 400 dumplings. They received \$150 in donations as well as receiving \$18.15 in the tip jar. Additionally, they were able to sell some Bomber items for a total of \$25. The stand also sold \$68 in vendor tickets. As we met the commitment and sold over and above the required amount, the additional amount sold is typically deducted from next year's rent for the event. Our Country Harvest bill totaled \$452.78 and to offset that expense, we did receive member donations in the amount of \$285.00. Our total profit from the festival is \$3687.76.

This is the last year for the three chair people who organize this event. We will need to secure new chair people to run the event moving forward. There are monthly meetings that must be attended and they typically commence in January. We do not want to let this committee go as if we skip a year, we lose our spot, our grandfathered in rent as well as our product. The officers thanked committee for all of their years of hard work and they will be greatly missed.

- b) Kids Stuff Books Update presented by Becky Christman: The sale for the Kids Stuff Books is over. However, we can still order additional books if there is an interest. We receive 50% from the sale of each book. The cost of the book is \$25. As of this date, we currently made \$2918.50 from this sale. Notes will be send home again this week as there are still some books that have not been returned or paid for.

Becky further noted that this is her last year on this committee as her child is a 6th grader. The other chair, Jen Tobia, will only have one more year in PTO as her child is a 5th grader. We will need at least two people to chair this committee, one for sure next year. This is a great committee to chair if you are not able to be in the school due to work commitments as most of the work is completed behind the scenes. Please consider joining this committee and keeping this fundraiser for our students.

New Business:

- a) Clearance Night: PTO will be hosting a clearance night at SS Palmer in the computer lab for any parent interested in securing the required clearances for volunteers. The event will be held on October 24th from 6:00 – 7:30 pm in the computer lab by the cafeteria. All members who will need to update their clearances have been notified via email.

- b) Bomber Fun Run Update presented by Tiffany Lakatos: BFR will be held on October 18th with a rain date of October 19th in the borough park. All children should wear socks and sneakers to run the course and enter the bounce house. As of the meeting, current donations total \$2865. Please remember to collect your donations and you may set-up an online giving through 99 Pledges. Many volunteers are needed for this event, a sign-up genius has been sent out. Please consider helping even if for just one class. The prize structure is \$5 in donations and you will receive a Bomber sticker, collect \$25 in donations and receive a snack and collect \$50 in donations and receive the Bomber draw-string bag. Any questions, please contact Tiff.
- c) October Dance presented by Laura Konze: The next dance will be held Friday, October 19th in the SS Palmer gym. This dance is for 5th & 6th grade only. They are in need of volunteers for set-up for the dance which is from 1:30 – 3 pm as well as a few chaperones for the dance itself. A sign-up genius has been sent out requesting volunteers. For the dance, the students come down as soon as school lets out at 3 pm. No child will be allowed to leave the dance prior to the 5 pm end time. This is for the safety of all the children. Please plan accordingly. Costumes may be worn for the dance and the children will be able to change into them after school. Remember every child attending must have a signed permission slip and pay the \$1 fee for entry. Any questions, please contact Laura Konze or Amy Carrelli.
- d) Fall Festivities: Mary Jo was not present; however, another member noted that the assembly of the goodie bags is scheduled for October 30th at Mary Jo's house with a time to be announced.
- e) Book Fairs presented by Jennifer Sommers:
 *The Parkside Book Fair is scheduled for the week of October 29th with daily student shopping on Monday and Tuesday. Family Night will be held on Thursday, November 1st from 5:30 – 7:30 pm. A sign-up genius has been sent out via email requesting volunteers and donations for the weeks events. A letter will be coming home with the students this week setting forth the daily shopping times for the students. Please consider volunteering, it takes many helpers for our youngest students to shop. We also are in need of volunteers for set-up and pack-up as well as on Family Night.
 *SS Palmer's Book Fair will be held the week of December 3rd. As we approach that date more information will follow; however, we pretty much follow the same schedule of set-up the Friday before the event, the daily shopping for the students, Family Night that Thursday and pack-up that Friday. Need lots of helpers, please see Jennifer Sommers with questions or if interested in helping.
- f) Vendor Craft Fair presented by Michelle Gordon: The event will be held November 10th from 10 am – 3 pm at the High School. Volunteers are needed to help with set-up the evening before on November 9th from 7 – 9 pm as well as for the event. We are still accepting vendor/crafter and direct sales applications, please spread the word. More information will be coming home shortly on the event. We will also be seeking donations and volunteers for the hot foods station, more information will be sent home shortly on this as well. Please see Michelle with any questions.
- g) Spirit Wear presented by Michelle Burkett & Becky Christman: The spirit wear order forms will be sent home with the students next week. There will be many options to choose from. This year we are only doing the blue and the sweatshirt that was only offered to PTO members and staff will be back by popular demand. A sizing chart will be provided with the order form. The sale will end on November 8th so the orders have time to be processed and sent out to be received prior to Christmas. Please keep a lookout for information regarding meetings for sorting, etc.

This committee will be in need of two chairs for next year as both current chairs have 6th grade students. There are two sales per year, one in Fall and one in Spring. Please consider joining this committee as the current chairs are more than willing to show you what needs to be done for future sales.

- h) Thanksgiving Lunches presented by Anne Cronk: Parkside will be held November 12th and Palmer's will be held November 13th and 14th. Information was already sent home regarding your rsvp for the event. Typically you need 5-7 volunteers for each scheduled lunch to help serve the children. A sign-up genius will be sent out requesting volunteers for the various lunch periods. Additionally, we will be scheduling a time prior to the event to wrap the silverware and napkins. More information will be sent out shortly, watch for emails.

- i) Dine to Donate presented by Jennifer Sommers for Mrs. Pam Andrews: We will be doing the Joey B's gift cards once again. Information will be sent home with the students in their Wednesday Communicators on October 31st. Orders and payments will be due by November 16th and cards will be distributed the week of December 3rd. All these funds are utilized solely to purchase yearbooks for the 6th grade students as a gift from the PTO.
- j) Clothing Swap presented by Sarah Mantz: The fall clothing swap will be held from October 31st through November 14th with bins out at each school. Please remember we are starting fresh as all clothing stored had to be disbursed due to the loss of the PTO room as we had no room to store it within the school. Watch for more information to be forthcoming on this event.
- k) Thanksgiving Food Drive presented by Michelle Gordon: We strive to feed between 12-15 families for a Thanksgiving meal as well as provide breakfast and easy lunch items for the school break for the families. We will have collection bins out at every event in November to collect non-perishable, non-expired food items. Giant is also bringing back their free turkey rewards and those coupons/rewards can be provided to PTO to purchase turkeys. Please keep a watch for emails and further information on this great community outreach program. Further, please remember that this is completely anonymous as the PTO is only provided the number of people in the family as well as adults and children. The office coordinates the recipients and makes all of those arrangements. We as a PTO collect, sort and assemble the bags.
- l) Santa's Workshop as presented by Laura Konze: As no-one approached Laura after our last meeting regarding their position on the event and help, the event will be cancelled for this year. Maybe we can bring it back in the future in some incarnation, but this year there will not be a Santa's Workshop.
- m) Christmas Gift presented by Michelle Gordon for Magin Gursky: The committee is requesting a budget to order the gifts for the students. They have found an item and would like to move forward with the purchasing. All students, faculty and staff receive the gifts. They are requesting a budget of \$14/student. A motion was made by Michelle Burkett to allow a budget of \$14/student for the purchase of the gifts, 2nd made by Becky Christman. All in favor, no one opposed; motion accepted.
- n) Open Committees:
 - i. Jump Rope For Heart – We need a volunteer to organize the helpers for the days the students participate. Mr. Heller sets the schedule, we simply provide the manpower and volunteers.
 - ii. Ink Cartridges - Need a volunteer to take and sort the ink and keep track for our Staples Rewards. This is a great committee for someone looking to do volunteering on their own time not within school hours.
 - iii. Christmas in Park - We are seeking volunteers to organize the stand at the Christmas in the Park event. In the past the PTO sold hot chocolate, mac-n-cheese and pumpkin rolls. You would need to make 15 pounds of mac-n-cheese and at least 20 pumpkin rolls with half being sliced for sale and the remainder selling whole. If we cannot find someone to run this event, we may need to drop-out this year. We made around \$400 on this event. This is held outside in the park in December.

President's Report: Presented by Michelle Gordon: We need to do a final push for our Bomber Fun Run event. The kids loved seeing their teachers be pied last year and are excited for this year's fun as well. Please remember to send in those donations as every penny counts and helps with students field trips, assemblies, gifts, etc. We are planning to change bus companies for our 2nd grade and 4th grade field trips. We have had many issues with the current bus company from equipment not working properly to dirty buses to the drivers not knowing where they are going. We have found comparable fees with other companies who have good reviews and a change will be made for this year. Thank you to everyone for your continued support and volunteering. It is deeply appreciated.

Principal's Report: Not provided, as Mrs. Brumbach was unable to attend tonight's meeting.

Member Question & Comments: None

Call to Adjourn: Motion to adjourn by Laura Konze and 2nd by Anne Cronk. Nobody opposed. Meeting adjourned.

Next Meeting: November 12 at 7 pm