



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

298 Lafayette Ave. Palmerton, PA 18071
sspalmerto@gmail.com • sspalmerparksidepto.org



September 18, 2017 MINUTES

Call meeting to order: Michele O'Neill @ 7:04pm

In attendance: President: Michele O'Neill; Vice-President: Michelle Gordon; Secretary: Anne Cronk; Treasurer: Melissa Hager; Principal: Mary Brumbach; 39 members

Welcome & Introduction of Officers: Michele O'Neill: If you ever need help please see us after meetings, email, outside school at pick-up!

Minutes from May Meeting: Anne Cronk: There is an addition/correction - missing the amount, \$900, approved to Fun Run budget. Motion to accept made by Laura Konze, 2nd Sue Novak. Minutes approved.

Treasurer's Report: Melissa Hager - this is a 3 month report covering the Summer. Fiscal year finished ahead of last year. Will work on Taxes due by Nov 15. Receipts needed for everything by chairpersons. Do not need receipts for donations. Just Expenses and deposits. Text Melissa a photo of the deposit slip when you make it with a note written on slip of what Committee, etc. Chairs will receive packet in the next week or so with all their info they need. Motion made to accept Report made by Laura Konze, 2nd by Tara Spiker. Report approved.

Information for New Members

- a. Description of PTO Points and donations - meeting was held at 6:30pm to go more in detail. Contact us if any more questions. 2 pts per hour, 1 pt per \$5 value donation. Max 5pts per event donation (except Basket Social) No max on volunteer hours.
- b. Background/Child Abuse Clearances - Clearance Night- TBD, Deadline: Feb. 1, 2018
Renewed every 5 years. Membership deadline to be a chaperone- Dec. 31.

Old Business / Committee Reports

- a. Community Festival (Anne Cronk) Thank you so much to our volunteers and donators! - this is our 8th year of crepes. Sold approx. 675 plates of crepes (1350 crepes). 400 dumplings. Profit before expenses was \$5,522.50. Dumplings cost \$1000. Harvest bill usually around \$3-400. CH was able to get our heavy cream donated by Lehigh Valley Dairy -which is a big savings! Thank you to Chad and CH. We had \$20 in Vendor tickets which will come off next year's rent. Expect a profit of around \$4100 to \$4300 depending on our cash donations given to offset the fresh food bill. See me after the meeting to look at reports if interested. Sold \$12.50 in leftover Christmas shop Bomber items. Budget that was approved last May for unknown repairs or issues- we will use some to repair crank on trailer and window boards and purchase a cooler for PTO use as well. Shouldn't be too much. Less than \$100. Will report on that at later meeting once work is completed. Again many thanks to all the hours volunteered!! Next year is last year for Anne and Melissa- if no one steps up to chair this event will not continue. Michele cannot do this alone, and it will be her last year after that.

New /Upcoming Business

- a. Open Committees-chairs needed
 - i. Beautification – Parkside and Palmer: 2 families have said they will be assisting to garden. Taking care of yards outside buildings. Anyone can come and pull weeds. etc. Just submit your time.
 - ii. Halloween Parade: Oct. 15: All kids are invited to ride float. Themes and budget to build, decorate. Donations of candy. Permission forms are needed. K & 1st grade parents have to walk with parade. We won't do this without a chair stepping up. If not done this year we can try again next year. Need a motion to approve budget in case we get a Chair. Motion made by Sara Mantz to give \$250 to Parade, 2nd by Tara Spiker. No one opposed, motion passed.
 - iii. School Sign @ Palmer: has to be done during school hours or can be done anytime Ms. Brumbach is in the office.
 - iv. Thanksgiving Lunches - organize volunteers for Family Lunch. We don't run event, we need to schedule volunteers. Someone needs to help check parents in those days as well. No money handled-this is done by the office. Over 3 days total. Won't know the dates until mid- late October.

Questions- can we move to Holiday dinner in Dec? Ms. Brumbach said "are you kidding me? - No- that would be more disruptive to an already crazy time period. Its nice idea however" - it just won't work then.

- v. Dine and Donate: Pam Andrews basically runs this- just to help give updates make copies. We have nights at local restaurants and we receive portion of profits, this pays for 6th grade yearbooks.

b. Fundraisers:

- i. KidsStuff Books - (Jen Tobia/Becky Christman) All students should have received a book. If you do not sell or buy please send it back. We don't lose money on this. We make 12.50 on each. For those who don't know- we can order them for different areas- check the forms included. We will get that book for you within the week.
 - ii. Bomber Fun Run: Thurs., Oct 5 (Rain date- Oct 12) (Tiff Lakatos-Brown) Every student participates during recess period, even if they don't raise money.. Music, bounce house course. Kids have a lot of fun. Sending out sign-up genius need volunteers all day for all the stations. Use the website www.99pledges.com. Or cash/check donations. Please include child's name, teacher, grade. Kids get prizes for raising a goal of \$5, \$10 and \$50. New water bottle for \$50 goal prize! \$1,195 raised so far. Goal \$12,000. Also- Pie Throwing Contest. If total raised is at least \$5,000 up to \$12,000+ we will take pies in face! If you work for a company that matches donations- ask. We are a 503 (c) for tax exempt.
 - iii. Vendor/Craft Event- Sat., Nov. 4 @ High School (Michelle Gordon) 10-3pm. Accepting vendors. Crafters and small basket social, Hot foods. Will have funnel cake stand outside also! Need a budget of \$100 for supplies etc. Becky Christman made a motion for Vendor/Craft Event to have \$100 budget, Jen Lax 2nd. All in favor. No one opposed, Motion passed. More info at Oct. meeting.
 - iv. Box Tops (Wendi Bartholomew) - \$15.20 from online bonus app!! Create account and link to SS Palmer Elem. School. If you sign up now- additional bonus to get \$5000. We will receive as of today, \$629.50 check in Dec. Remember to label your bag with child's name and grade when you send in, to record for incentive.
 - v. Spirit-Wear (Michelle Burkett/Becky Christman) Plan to get Spirit-wear out in the next month. To have by Christmas. Sweats, tees the usual items will be offered. Sue Novak requests baseball hats.
 - vi. Dine & Donate (Pam Andrews) - Working on this- will let us know when she schedules.
 - vii. Photos- yearbook - please check with Pam to do yearbook photos using school camera.
- c. Fall Festivities - October 27. (MaryJo King/Sue Novak) Student parade through park and part of town in costume. We give out a goodie bag to all kids. Meeting on Wed. Sept 27 6:30pm to discuss what goes in bags. At MaryJo King's home. Thurs. Oct. 26 to assemble @ 6pm. No children should attend so they can be surprised. Volunteers are needed that day to hand out bags. No children can hand out this year- had situations with kids handing to kids with Allergies. Budget needed to purchase items. Requesting \$1500. Laura Konze made motion to give Fall Festivities \$1500, 2nd by Mary Beth Zulic. All in Favor. No one opposed. Motion Passed.
- d. Book Fair (Jenn Sommers) Given by Michele. The Fall Book Fair is held during school hours. Info out soon for volunteers and donations.
- i. Palmer - Nov. 6 - Nov 11. Family night Nov 9.
 - ii. Parkside - Oct. 23- 25, Family night Oct 25.
- e. Dances- 5 & 6 grade- background checks required to chaperone: (Amy Carelli) Given by Michele. Dates: Oct. 20 / Dec. 8 / Feb 9 / May 11. Need help to decorate at 1:30pm and Chaperone and Food donations. \$1 entrance fee .25 food items. Farewell Last dance is evening and is free for entrance and food. They need to update decorations. Motion made by Sue Novak to give Dance \$200, 2nd by Nicole Cordova. All in Favor, No one opposed. Motion passed. If you have anything you can donate for Halloween/Christmas. Please contact Amy.
- f. Christmas Gift (Magin Gursky) Given by Michele. PTO purchases a Bomber Item and has Santa give out the week of Christmas. Last year we did a Sweatshirt. Have done pillows, bags, towels, blankets. Try not to repeat every 6 years cycle. Buget Approx. \$12-15 /item.

President Report - Michele O'Neill Thank you to everyone for being here and your help. Not mandatory to attend meetings, but it's a big help so you are aware of what is going on. No Dec. meeting - too busy. We will send out reminders etc. Childcare- if you have a child in care check with chairs if they need help at another meeting. Sign child in - out. Will still get Volunteer pts as if you area attending meeting. School Board meeting Tomorrow 6:30pm Parkside 3rd Floor. Unfortunately, the 2017 Basket social Points food donations have gone missing. If you made donations to Basket Social last year or worked at that table please come to us after meeting so we can get points recorded. We have sign-up genius for some information but if you can please come up and let us know if there is anything else. Bomber Fun Run- keep raising money!! Use the 99pledges site! As a school if we can raise \$15000 for Heart Assoc. we can raise \$12000 for Fun Run!

Principal's Report - Ms. Brumbach - apologies for lack of AC in here- must be on a timer and it's shut off now. We have had a good start - this place looked like a war zone week before school started. Not as clean as usual right now because custodian is sick this week. Still finishing up construction. Watch for when the trailer is gone -then they are done. Electrician is still here. By the time we get the April hot spell we will appreciate the cold AC. New gym/health teacher- is great. New Reading specialist. New Kindergarten- All day! Very sad news that district Spec Ed secretary - Linda Holland passed this weekend. Not looking forward to the Pie in the Face- but it's for a good cause!

Member Question & Comments - Box Top - paper to sign up to help cut tops on your own time at home. Becky Christman- they must be cut out around dotted line. If you cut off a corner they get rejected. . Sue Novak -don't forget they expire!

Raffle gifts/prizes handed out. Not an every-meeting event- just occasionally when we have some extra things!

Call to Adjourn @ 8:15pm. Motion made by Sue Novak, 2nd by Steph Meixell. Meeting Adjourned

Next Meeting: October 16, 2017 7:00 p.m.