

Palmyra Elementary PTO Board Minutes ~ September 20th, 2022

The meeting was called to order at 6:33pm

I. Officers Present:

President: Amy Kensinger **Vice President:** Ashlee Morrissey **Treasurer:** Kristin Frontz **Secretary:** Stephanie Kohr

II. Attendance: Amanda Boehmer, Christina Borod, Janelle Simmon, Nicole Valle, Unju Pak, Holly Folkemer, Jordan Machamer, Lauren Imes, Erin Kuhen, Missy Gernert, Natalie Hoffman, Sarah Smith, Jackie Boltz, Beth Miller, Marquis Jones, James Hale

III. Minutes of Last Meeting

- a. The August 2022 minutes were approved by a motion made by Nicole Valle and seconded by Jackie Boltz

IV. Finance Report:

The finance report was shared.

1. **PTO Checking:** \$58,774.88
2. **PayPal:** \$11.62
3. **PTO Money Market Account:** \$10,539.88

The treasurer report was approved by Lauren Imes and seconded by Jackie Boltz

V. Old Business:

1. PTO Teacher Inservice Luncheon
2. Spirit Wear Sale - 8/25 to 9/18 - TD Mills- Rep: Lauren Imes
3. First Grade Lunch Sign Ups-PTO had volunteers help the first graders during the first week of lunch.
4. Playground Playdate - volunteers/Ritas-Jim Palmer from the Rita's in Palmyra donated all Ritas for the playdate.
5. Back to School Night volunteers-PTO had a table at all four schools for back to school night.
6. CUB Funds- \$3000 will remain for '23-'24 school year-This is a three week program. In 2022, the money was not needed from the PTO but they will likely need it for 2023-2024 school year so the PTO will keep this in the CUB funds and not absorb back into the PTO Budget.
7. Palmyra's Great Give- 9/15- total \$2690.00-The Caring Cupboard organizes this and the PTO is one of the organizations that you can give too.

VI. Principal Reports:

1. Friday, September 23rd, 2022 is the 18th day of school! Back to school night was a great success for all schools!

VII. Teacher Rep Reports:

1. The subs were really appreciated at the teacher Inservice luncheon!

VIII. Committee Reports:

Fundraisers

1. **Fall- Apex** 10/24 to 11/18: Run Dates & Times
 - a. Forge- 11/3
 - b. Pine- 11/4
 - c. Northside- 11/17
 - d. Lingle- 11/18
2. This is being run by Ashlee Morrissey and Missy Patrick.

Passive Fundraisers

1. Weis- \$400/school- \$1600 Total (Amy Kensinger)
2. AmazonSmiles- \$2,598.44 as of Sept. '22 (Amy Kensinger)
3. Box Tops- Kristy Connelly-This has gone down to about \$200 a year.

BookFair/Raffle

1. There will only be one book fair this year and it will be in December 2022. Therefore, we will not do a raffle since we did not have time to get the raffle done.

Yearbook: Stacie Stroup & Melissa Giles

1. An email will go out soon looking for parent reps to help with taking pictures of 5th graders to be used in the 5th grade yearbook.

Building Reps

1. Pine: Amy K. Missy G., Stacie S.
2. Forge: Missy P, Kelsei Horan, Shila Ulrich, Andrea Murray
3. Northside: Roxanne B., Erica Hunter, Dawn Nickel
4. Lingle: Nicole Valle, Lauren Imes, (needing 2 more)

Room Reps

1. Amy K. meeting with Bret 9/23. There is some teachers without room reps so there will be another email going out asking for more room reps.

Teacher Appreciation: Ashlee Morrissey

1. October-We will be doing a candy bar. In the past, Hershey has donated candy. We will see if they can do it again. Sarah Smith has done it in the past so we will check with her.
2. November- Conference Meals
3. December- Cheer Cart-We will be providing Dunkin or Starbucks along with Hot Cocoa, and Candy Canes.
4. January-We will be restocking supplies for teachers.
5. March- Conference Meals
6. May- Teacher Appreciation Week; May 1st to May 5th

Free Family Fun Nights

1. Movie Night (Northside)- Friday 10/14? Candice Hurley & movie license with Swank
 - a. The movie license is \$400 to show outdoor and indoor movies. Candice has offered to use her movie equipment to show the movies. We offered to give her \$200 that she wants to use at the end of the year for a 5th grade pool party she does.
2. Winter Wonderland (Pine) Monday 12/5 6-8pm
3. Book Bingo (Forge)- Wednesday 2/15 6-8pm
4. Family Game Night (Lingle) - Friday 4/14 6-8pm
 - a. The PTO is looking into buying a cotton candy machine, Icee Machine or lawn games since we haven't purchased any items like this in a while.

Change Wars- TBD- March (around March Madness)?

1. This will be large Piggy Banks where the schools can compete to raise money by bringing in coins.

IX. New Business

1. Corporate Sponsorships
 - a. Currently, we have no corporate sponsorships. PTO is looking for someone to send about five letters a month to businesses. Amy will type up letter and PTO will provide postage and envelopes.
2. Picture Day Sign Ups- Pine (10/13) , Lingle(10/3), (Northside (10/14), Forge(10/18)
 - a. The schools are looking for volunteers to help with picture day. An email will be sent out asking for volunteers.

3. Teacher Reimbursement Amounts
 - a. \$15,000 is in the budget to help with teacher expenses for their classroom. The forms to teachers should be out within the next two weeks. The following is a breakdown of what each teacher will receive:
 - i. Homeroom Teachers 1st through 5th -\$125 (total of 51 teachers)
 - ii. Specialist Teachers-\$150
 - iii. Kindergarten Teachers-\$175
 - iv. New Teachers-\$200
 - v. Teachers who go to all four schools-\$200
4. Amazon Wishlists- **Ashlee Morrissey**
 - a. Ashlee is working on re doing the amazon wish lists for teachers. She is hoping by the beginning of October that teachers can go in and work on their wish lists and by November parents can view teacher's wish lists.
5. Favorite Things Google Doc- fill out/share with Building Reps
 - a. We asked if principals can remind teachers to fill out their favorite things google document if they haven't already done so.
6. Volunteer Recorders
 - a. September Winner- Rachel Musser
7. The taxes were filed on June 30, 2022. We will get them back in October 2022.
8. The PTO will discuss about contributing to field trips for students. Last time Amy talked about it, the PTO would provide transportation but the parents would have to pay for the cost of the field trip. The PTO will have a discuss again about it.

X. Long Term Goals:

- a. Revise Current Bylaws
- b. Playgrounds (Pine is done until next round)
 - a. Forge- mini- playground needs redone/ shade structure
 - b. Lingle- More Bike Racks
 - c. Northside

XI. Public Announcements:

- a. None

XII. Next meeting is October 18th, 2022 at Lingle at 6:30pm

The meeting was adjourned at 7:31pm

Meetings are held the 3rd Tuesday of each month at 6:30pm in the Lingle Ave Cafeteria.