

Manoa PTO General Meeting Agenda/MINUTES

Tuesday, January 15, 2019 @ 7 pm

**In an effort to respect everyone's time, please keep your presentation to 5 minutes. Many thanks!*

ATTENDEES LIST ATTACHED

Welcome

Officer Reports

Dr. Ramoundos:

- Thank you PTO for hot chocolate the morning after the close of winter break.
- Continuing Character Counts program, Trustworthiness is next. Students are enjoying the assemblies and seeing it in the studio announcements. Student Council members are participating as well.
- Ronald McDonald Reading Assembly is 1/18
- Science of Music Assembly is 1/25.
- Parking - same issues, please park if walking your child into school, do not stop the drop off line traffic.

Faculty Report - Kathleen Hale (2H)

May 1st Art Show. Asked if a PTO rep will arrange the Sign-up Genius to hang up artwork. Alexis P. says she will do so. Mrs. Hale thanked the PTO for the teacher "Favorite Things List", it was very much appreciated by all teachers.

Tobie Stallings - Open Chair Opp; Fun Fair co-chair x2 (games, craft); Permits for school entry (see below)

-2 spots open to chair this event. Tobie will provide a brief description of the games and crafts duties. Need chair by Feb 19th or the event is in jeopardy of being cancelled.

Alexis Pasternak - Holiday gifts

-Cards were given to entire staff in show of our appreciation. Gift cards were given to principal, Roe Viola, and each custodian.

Helene Smith - Budget Update, Streamlining Reimbursements, Variety Show - HSD is charging \$30/hour for using AV/technical support during events at HHS Auditorium. We have it for 8 hours over 2 days (\$30 x 8 hours = \$240) - **VOTE for \$240 increase to budget VOTED - ALL IN FAVOR.**

Helene has met with an accountant. They are suggesting the books be reviewed 1-2 times per year. Everything needs to be reported. All reimbursement requested need to have original receipts attached. Needed to maintain our 503(C) status.

Standing Items

-HRP; Winter Holiday Parties, Valentine's Day Parties - Kate Laepple Hertzog

-Teachers will provide information of timing of parties on 2/14. ALL Parents must have clearances or they will not be able to be at the parties. If you do not have clearances now, please tell your HR coordinator to make other arrangements for a replacement.

-IDC; Janice Convery

-Janice shared 2020-2021 school year start date could be 8/31/2020, before Labor Day.

-Lynnwood school demo / rebuild is happening.

-6500 students district wide, this is the largest student population to date in our district. HHS will need to add a minimal of 11 classrooms within the next few years.

-Township has purchased the Brookline Building - this will be demolished to make room for the new Havertown Free Library.

- No word on where Family Support Services will relocate to. This is where some children go for enrichment and or before and aftercare.
- District has made updates to the district website, adding tabs to help with communication. There will be a Communication Audit, please reach out to district if you see areas that need additional help in communicating to our parents.
- Inclusion Practices - Diversity - District is looking to provide more services to promote inclusion. District is rolling out "The Basis" - contact Sarah Christianson with any questions or concerns.
- District is looking for more "minority" teachers.
- Blast - May 31st, after prom event, always looking for volunteers. (hopefully all was captured, there was a lot of information from IDC)
- More police presence within the schools, they now can enter with key fobs. Doesn't mean anything is wrong if you see a police vehicle out in front of a school.

-Box Tops; Tara Brooks

- All is going well. Box Tops sends checks out 2x per year, already have \$605 towards the next check. Over \$940 collected this year.
- Idea - Box Top competition with Lynnewood, loser has to wear other schools t-shirt or school colors. George is game. Alexis P. will assist in reaching out to Lynnewood's PTO.

-Yearbook; Tobie Stallings for Melissa Carroll

- 140 Books sold to date. Cost is \$20 as of Jan. 1st. Committee is receiving many baby pictures and classroom pictures, please send yours in. Please identify the students. Any homeroom parents with pictures from parties, send those along with the class identified.

Review

- Learning Express - Renee Lawler \$76 was raised

-Family Reading Night - Tobie for Betsy Berkey, Debbie Politano

- Tobie - not quite as successful (rainy night) but over 50 families and a good time had by all.

-Book Fair - Tobie Stallings, Alexis Pasternak

- A great success for PTO's first year running and thank you to everyone that volunteered. We had the perfect amount of volunteers.

- All of the classes were able to come through, including kindergarten.

- \$8,281.53 Scholastic Dollars earned overall. \$4,140.76 to library and \$4,140.77 to PTO for teachers. Homeroom teachers will receive \$140 each. \$140 x 28 homeroom teachers = \$3920; Leaving \$220.77 for overage/next year (\$154.91 is from All for Books).

- All for Books made \$154.91 (donations only during each shopping nights). We were able to help 10 children with help from guidance. We need to get chairs for next year and we feel 3 are needed. One person has already offered to help.

- Mrs. Hale, teacher rep this month, to let teachers know instructions will be coming by the end of the week, orders will need to be in by 2/15.

- Ewallet was used by 74 students.

- Need a budget for next year.

- Kindergarten teachers / students were happy to participate this year.

- Definitely need additional chairs for next year.

-Primo's - Tobie Stallings for Michelle Scullin - 51 cards sold for hoagies. \$183 profit.

-Holiday Fair - Heather Chickery, Megan Garrett, Lauren Sullivan

- Heather - Kid shop easier setup with less inventory. Remaining items will be sold next year. Food was a success, will do less food vendors next year (takes away from our sales) and probably drop the hot dogs, pizza instead. Appeared attendance was down but not sure why. Maybe make it 1 week later next year, Dec 7th. Megan's last year will be next Holiday Fair, a new chair has been

found and will work with Megan. Raffles/Crafts, some changes are needed to streamline etc. Aware of complaint received about a vendor with foul language on an item and will keep in mind when approving vendors for next year.

-Spirit Wear Sale - Tobie for Anita Newby, Missy Simpson 72 pieces sold.

-Young Writer's Day - Tobie Stallings for Vaishali Vora - Successful event, stayed within budget, needs an additional chair for next year.

-YWD Luncheon - Renee Lawler - Successful event. Requested budget to be changed from \$400 to \$450 next year due to growth in staff and guest speakers.

-1st Day Back Hot Chocolate - Tobie Stallings for Michelle Baldino / Iain McClements - Success - no cost - used leftover Hot chocolate from Holiday Fair.

-Dining with a Cause - Tara Brooks - Next event will be at Freddy's on Feb 18th, All day no flyer just mention, 15% back to Manoa. 1 more in March/april then an ice cream close to the end of the year.

Preview

-Skate Party (1/18) - Alexis Pasternak for Kate Stickle - All set - bring warm clothes, high socks and bike helmet. Skate helpers available at no extra cost. \$7 cash only gets you in to skate and rental. Only Manoa community. Lunch specials at Hav-A-Burger. Does anyone want to dress up as the mascot?

-Assemblies (1/25) - Tobie Stallings for Besty Pandian - Science and Sound the next assembly is on 1/25.

-Sweetheart Dance (2/15) - Helene for Kim Carr, Nicole Bumbaugh - VOTE for \$50 increase in budget. VOTED TO INCREASE BUDGET TO \$300 - ALL IN FAVOR.

-Kids Stuff Books - Shana Robarge - 30 books sold, less than last year. \$375 to Manoa

-Fundraising Committee - SCRIP - Jaclyn Reinertsen/Renee Lawler

-Introduced the SCRIP program. Purchase gift cards and retailers will give a percentage back to Manoa. Potential to raise funds is there and this would lessen the burden on our main fundraisers. Would like to slowly roll out and do a Beta test. Scrip program could provide the PTO the ability to provide more community based events and not have to focus so much on the fundraising. Feel that this is something worth trying out. MAJORITY VOTED TO TRY BETA TEST.

-Will provide Tobie with details and our intent on how to market and roll out.

-Also want the Fundraising Committee to function as a liaison between the chair heads and the board. We can offer assistance to event chairs as needed. This ideally would have parent volunteers from each grade level (1-4th)

Other Business

-From HSD via email: "Due to increased security measures within the school district it is mandatory that the permit for facility usage be produced at the time of entry into the school. Our custodial staff will be asking to see your permit. If the permit is not able to be produced by the group designee using the facility, entrance will be refused. Your cooperation in this matter is greatly appreciated. Thank you."

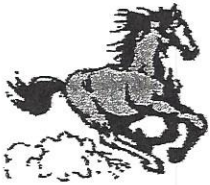
- Amy McClements - Nomination Committee. Brief discussion on by-laws / positions are each no more than 2 years unless no others are nominated. Amy stated nominations will be held in February. The open positions will be identified and members will be able to nominate others or themselves.

Meeting adjourned at 8:26PM

Announcements

~Next PTO Meeting: Tuesday, February 19th @ 7pm in the Library

Minutes will be posted to the website; www.manoapto.org
Any item for inclusion on the agenda should be submitted to the President at least 2 days prior to the meeting; manoaptohavertown@gmail.com.



MANOA PTO MEETING - ATTENDANCE

MEETING DATE: January 15th

PLEASE PRINT

- 1 Alexis Pasternak
- 2 Tobie Stallings
- 3 Renee Lawler
- 4 Janice Convery
- 5 Tara Brooks
- 6 Claudine Holaska
- 7 Kate Laipple Hertzog
- 8 Sarah Harvey
- 9 Shana Kobarge
- 10 Amy McClintock
- 11 Courtney Kelly
- 12 Helene Corcoran Smith
- 13 Wendy Jonadi
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