Mount Nittany Elementary School PTO
Meeting Minutes – September 7, 2017

I. **Call to Order**: The meeting was called to order at 6:16 pm by President Rachelle Coffey in the Library

II. **President's Remarks**: Rachelle Coffey welcomed everyone. Secretary Tanya Labosky and Treasurer Amy Baldwin were introduced. We are still in need of a Co-President. The dessert social was a great success!

III. **Principal's Remarks**: Principal Mark Feldman shared that we are having a great start to the school year. Exciting events are coming up and he thanked the teachers for coming to the PTO meeting. He left to watch the children in the gym since someone with clearances was needed to assist High School service volunteers.

IV. **Reading and Approval of Minutes**: The minutes were presented from the May 11, 2017 meeting and motion for approval was made by Karen Rossman Styers. Linda Marshall seconded this motion. The motion was passed unanimously.

V. **Reading and Approval of Treasurer's Report**: Treasurer Amy Baldwin reviewed the PTO Budget Summary, which has a total balance right now of approximately $7,500. Mr. Feldman had found funds for 2 field trips which freed up some money to give each of the teachers $150.00 for school supplies. We made $573.00 from the lemonade carts at the Blake Shelton Concert. Mindy Sabol made a motion to approve the report. Karen Rossman Styers seconded this motion. The motion was passed unanimously.

VI. **Letters of Communication**: Letters were passed around.

VII. **Funding Requests**: Mr. Brackbill requested $1600 + shared lodging with 4 other elementary schools for Visiting Author Roxie Monro. This comes to $4.50 per student. Karen Rossman Styers noted it is a major event and money well spent. Paije Davis made a motion to approve the request. Linda Margusity seconded this motion. The motion was passed unanimously.

VIII. **Committee Reports**:

A. **5th Grade Party** : More volunteers would be greatly appreciated. Approximately $130 is left over from last years 5th grade party, but the trend is for the 5th graders to raise some of the money themselves.

B. **Library**: Lit Fest will be approximately March 1st. Mr. Brackbill explained about Lit Fest week and all the activities that take place that week. It was suggested that we do a Read-a-Thon sometime around Lit Fest. Also, it was suggested that a cookbook and maybe a cooking lesson be added to Lit Fest.

C. **Exploration Fair**: A chair is still needed. A description of the Exploration Fair was presented.

D. **Family Fun Nights**:

a. **Dessert Social** –It was a great success; both new and old students attended

b. **Restaurant Nights** – Outback reached out that they want more of a guarantee., hence the reservation request. Outback will be Sept. 20th. Chipotle is hard to get but gives 50%. Sweet Frog, which usually takes place in May, is great. The Greek, Perkins, Home D, and Appleby's was also suggested.

c. **Movie Nights** – April Cockburn volunteered to help Rachelle chair Movie Nights. These take place once per month. Come in PJ's, bring snacks, pillows, whatever. It is a fun, free, family event. We might have an extra one in October to correlate with the bookfair.

** PTO green packets with welcome letter, volunteer info, fundraising events, contact info and movie nights will come home in the Kindergarten backpacks and can be picked up at Back to School Night. Alison Martin volunteered to put a directory together.

E. **Fundraising**:

a. **Fun Run** – September 29th in the morning; Gina Frank was not sure if parents can come due to clearances. September 13th will be the Pep Rally. Kids will come home with the info and there will be a link for

online donations. The hope is that this fundraiser will eliminate other fundraisers in the future. Paije Davis mentioned it should be brought up at Back to School night.

b. **Marianna Hoagie Sale** – a tradition for Trick-or-Treat night. Pickup will be the morning before school. Michelle Shippert has volunteered to co-chair with Gina Frank.

c. **Scholastic Book Fair** – The Fall book fair is usually during conferences. Mary McDonald mentioned that 55% of the sales comes back to us. Volunteers need to have clearances to help at the Book Fair. The Spring book fair is BOGO free, plus every student will get a free book. Mary also mentioned that if we do a coin drive or some fundraiser before the Fall Book Fair, we could buy books for the library, 55% would go back to us and then Scholastic will give to a charity.

**** Reminder**: Every year Clearance Forms need to be filled out and submitted. Any questions about clearances can be directed to the Panorama Office

d. **Box Tops** – Allison Witt volunteered to take over chairing Box Tops. Reminder for parents to check expiration dates and trim them. Approval for $50 for prize for Box Tops class winner. Linda Margusity made a motion to approve the $50. Alison Martin seconded this motion. Counters who volunteered to help per class:

K – Heather Dunkin
1 – Sharveta Gupta
2 – Paije Davis and Nicole Craft
3 – Kristen Leitzinger
4 – Alison Witt
5 – Marnie Kocher
* Christy Shaw will also help with Kindergarten or any other grade

e. **Giant A+** - The school has to set this up. We need a chair to be a go-to person for questions and to collect names and shopping card numbers.

F. **Hospitality**: We take care of the teachers with food, gifts, holiday lunches, teacher appreciation week, etc.

G. **Spirit Wear**: Jen Brucker mentioned that we need a new logo for Spring. Order forms will be going out soon. Zip hoodies and regular hoodies might be added. There seemed to be an interest for dry fit shirts, stationary, and car magnets.

H. **Yearbook**: We need a new chair. April Cockburn volunteered to chair this committee. Paije Davis, Jeff Tranell, and Traci Binkley will be on the committee. All preorders from last year were sold. Mistake books from Josten's were also sold at a reduced price. Jostens needs an agreement signed soon. Last year we ordered 150 copies, 28 pages per book, cost of book to us $16.30, and sale price $17.50. Many families donated books for other students. Mrs. Smith will take care of the 5th grade cover contest.

**Rachelle also mentioned an email from the parent of a kindergartener who owns a yoga studio. She would like to offer a pass for 10 classes/$100 to any parents at MNES and $20 would go back to the PTO. There was no opposition for this proposal. Rachelle will post it on the FB page.

IX**. Unfinished Business**

A. Anyone interested in a Co-President position with the PTO should contact Rachelle.

B. Non-profit status - Amy Baldwin's brother-in-law who is an attorney is volunteering his services. We should have Non-profit status by hopefully Christmas.

X**. New Business**: Nothing to report

XI. **Announceme**nts: Next meeting will be Oct. 12th at 6:15 in the Library.

XII. **Adjournment**: Alison Martin made a motion to adjourn the meeting. Jen Brucker seconded this motion. The motion was passed unanimously.

Respectfully submitted,

Tanya Labosky 9/11/2017