

**GAMS PTO Meeting Minutes, November 15th 2023, 7:00pm**  
**In-person at Panera Bread Gettysburg**

**Role Call/Attendees:** Stacey Rice, Linsie Jonas, Eric Schollmeyer

**Budget/Finances**

Last month's balance: \$342.86

Current Balance **\$473.86**

Debt: None

Oct/Nov Monthly transactions:

+\$130 profit after Parent/Teacher Conferences

+ All checks reconciled for purchases, rcvd additional check from Mr.

Schollmeyer (from parent) at meeting for \$25

Stock: NONE

Additional incoming funds: None

Paypal is [PTO4GAMSPayments@gmail.com](mailto:PTO4GAMSPayments@gmail.com)

No bank account, no EIN

**Future Events/Opportunities 2023-2024**

- Always - Warrior Wardrobe
  - 1 Volunteer to create SUG, created <https://www.signupgenius.com/go/8050F48A5AB2CAAF85-gams3>
  - *SUG created, need to advertise - OPEN*
- **NOV - Conference Grab and Go Fall - Parent Teacher Conferences- 11/8-11/10**
  - Provide snacks for all three days of conferences
  - Monetary and in-kind donations received; \$50 cash, \$50 check, \$80 to PayPal
  - Giant Donated \$50 gift card
  - Expenses \$99: Giant snacks (creamers, fruit, extra snacks) \$48.16,
    - Kennie's 4 coffee jugs, 11/8/23, \$50.84
  - Lessons Learned: 3 break rooms not 2, Need signage in rooms, container to put items in rather than on table, and reminder sent at 11th hour, take pics
- **DEC - Christmas** - discuss again depending on donations
  - Candy Canes with note for teacher
  - Advertise Staff Sunshine lists - in Newsletter
  - Previously did donuts/coffee/honeybuns for bus driver
  - *OPEN - Ask for volunteer in Nov*

*Decided on the following for Holiday Cheer:*

*Teachers/Staff – 75-80 (reported 98 staff at this meeting), Students – 700:*

*Lindt truffles; 2 in bag with label for teachers;*

- *150 truffles for \$48, bags \$7, ask school to print labels = \$55*
- *This would make 75 bags*

Candy canes, no label for kids:

- Dollar General Spangler candy canes
  - 12 for \$1 – 59 packs for \$59 for 708

Honeybuns for bus drivers - no more than \$.50 each

1. Bags of 2 Lindt truffles for teachers (\$55)
2. Spangler candy canes - students only (\$59)
3. Honeybuns - bus and van drivers 41-45 (\$25)

Need POC, date, and decision: Linsie to purchase food items, Stacey to provide labels and bags for chocolates

Future events 2024 - on hold until closer:

- FEB - Valentine Donuts and Coffee (est \$110)
  - Kennie's 8 dozen donuts and 4 coffee boxes
  - OPEN
- APR - PSSA Teacher Prep - need date
  - Do we want to do anything for this? Maybe a Giant/Kennie's cookie tray
- APR - PSSA Testing Treats April 22th - May 10th
  - Providing packaged snacks
  - 4/25 - 4/29, and 5/9 - 5/13 - create SUG for donated snacks
  - Allocate up to \$60 for added snacks if not enough donations
- MAY - Teacher Appreciation Week May 6 to 10th
  - TBD; Coord with Student Council, Lowes giveaway, something kind in school (hearts with compliments or similar)
  - Gift cards/prizes for games

## Fundraising 2023-2024

- Any additional fundraisers? Plan to do one more spirit wear sale in 2024 with dark dry wick t-shirt only, using paper purchases only.

## Donation requests

- Hollabaugh Bros - Donuts during Teacher Appreciation Request - 60 days prior
  - On hold until Feb 24
- Giant - Can do multiple during year, do for Conferences (Nov), Christmas (Dec), PSSAs (Apr), and Teacher Appreciation (May).
  - Nov requested, rcvd \$50; Dec memo ready for Giant - drop 12/1
- Target - Target request memo must be completed:
  - [https://corporate.target.com/\\_media/TargetCorp/Sustainability-ESG/PDF/Target\\_Gift\\_Card-Request-Form.pdf](https://corporate.target.com/_media/TargetCorp/Sustainability-ESG/PDF/Target_Gift_Card-Request-Form.pdf)
  - Volunteer: Eric Schollmeyer; update as of Oct. The Target memo also required a non-profit official memo. Received from school as of 10/26.
  - Nov Update:
- Mr G's - Need volunteer to call/contact new owner and ask for ice cream donation cards for teachers? Need 25
  - Volunteer: Linsie Jonas; *Still need to call Mr Gs on additional.*

- [Need to add Weis on list to contact.](#)
- There is one SUG with all items; Warrior Wardrobe, Conferences, Book Club, Staff member of the Week..

### Opportunities

- Staff Sunshine - Lolita resent link in Oct. We'll need to advertise this in Dec. Added to newsletter.
- Staff Member of the Week (POC: POC Kati Heefner): Goal is \$5 per week towards this. Donations are requested on the SUG.
- 10/6 - Provided 4- \$6 gift cards (Ragged Edge), and 9 Mr. G's coupons.
- [11/13 Provided 2 - \\$5 gift cards \(Dunkin'\), and 2 - \\$6 gift cards \(Starbucks\)](#)
- Social Committee (POC Jonas Sterner) PTO/Sarah provided Staff Sunshine link so Mr. Sterner can always access.
- Book Club (POC: Kenne Crockett) Requesting donations for Book Club. Included this as a donation on the SUG. Donations are to be sent to the school in an envelope addressed to PTO/Book Club.

### Warrior Wardrobe

- No assigned POCs, Mr. Schollmeyer provided requested items.
- We need Toiletries (shampoo, conditioner, deodorant, toothbrush, toothpaste), sweatshirts, sneakers, white socks, earbuds.
- Front office is accepting Warrior Wardrobe donations.
- [All items are on SUG - some donations have been received.](#)

**Newsletter Items:** To be included in the school Newsletter. Provide to Lolita when minutes are drafted - [due to Lolita 11/20](#)

“Do you want to send a little sunshine to your child’s teachers over the holidays? The Staff Sunshine page lists things they enjoy: Staff SunshineLink:

[https://docs.google.com/forms/d/e/1FAIpQLScI5SG3DkNJ4vghjVfxIk\\_UUaOgLPILmxjNM6gzFt\\_xnu06iw/viewform?fbclid=IwAR0vZ1vzbBxUhUbncnKBKqiUoki5rDrRkZe\\_Mrim9AjWUWdsI11XU4muq2g\\_aem\\_AVwMyAgzUz-SXu1UDpOBnOA4-ghPUI1gaW5EIKsMpSMwyXn24vXonjsINdG6mm8oGJE](https://docs.google.com/forms/d/e/1FAIpQLScI5SG3DkNJ4vghjVfxIk_UUaOgLPILmxjNM6gzFt_xnu06iw/viewform?fbclid=IwAR0vZ1vzbBxUhUbncnKBKqiUoki5rDrRkZe_Mrim9AjWUWdsI11XU4muq2g_aem_AVwMyAgzUz-SXu1UDpOBnOA4-ghPUI1gaW5EIKsMpSMwyXn24vXonjsINdG6mm8oGJE)

There are no fundraisers upcoming but the Warrior Wardrobe always needs a few items. Sign Up Genius here: <https://www.signupgenius.com/go/8050F48A5AB2CAAF85-gams3#/>.

No meeting in December. Join us January 17th @ 7pm at the Gettysburg Starbucks.

Visit our web page for updated events, meeting minutes, and links:

<https://www.gettysburg.k12.pa.us/Page/2434> and follow us on Social Media at Gettysburg Area Middle School PTO. “

### Open Discussion:

- Mr. Schollmeyer reported that the front office will have a space for all PTO items to be left so they aren't misplaced.
- No meeting in December.

#### **Due Outs:**

- Drop Giant request form approx 12/1:
- Send Lolita Dec Newsletter NLT 11/17: Linsie
- Holiday Cheer POC: Stacey/Linsie

**Closeout: 7:53**

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#### **Completed Events 2023-2024:**

- Spirit Wear
  - All items distributed first week of October
  - Lessons learned: Ensure site states "no returns or exchanges, all sales final", next time offer dry-wick material (They are \$2 more).
  - Strickland \$14 per hoodie, charged \$22 = \$8 profit (15 sold)
  - Strickland \$6.75 per t-shirt, charged \$12 = \$5.25 profit (27 sold)

Processes or rolling notes that should stay on here:

**Donation requests** which require formal memo: *PTO must draft the memo, then send it to the school for letterhead. The school will return for PTO signature and use. If specific non-profit documents are required (Like Target), the school can provide proper form.*

#### **Operating Status**

No formally signed by-laws, Not registered with EIN or as a non-profit, No updates

Stacey Rice is inviting you to a scheduled Zoom meeting.

Topic: GAMS PTO

Time: Nov 15, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89754237132?pwd=pzz0a7qVFDQxYhaShCgzaen9fPUxno.1>

Meeting ID: 897 5423 7132

Passcode: 666955

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