

Fort Zeller Elementary PTO
Meeting Minutes
Tuesday, March 8th, 2022 @ 6:30PM

Meeting commenced at 6:35 p.m. by Kristen Martin.

Attendance: Allison Ebersole, Erin Horning, Ashley Anspach, Kristen Martin, Kelly Newswanger, Danielle Gingrich, Sarah Derr, Mrs. Booth (teacher rep), Miss Ober (teacher rep), Amora Cook, and Steven Lin.

PRINCIPAL'S REPORT: Mr. Lin

- **Parent Conferences:** In February, we held parent conferences on an invitation basis. This was a good opportunity to formally re-connect with families as we shared information and observations and game planned on how to move forward in the most effective ways available to boost our students' learning.
- **Forgotten Friends:** Special shout out to our amazing PTO for helping to fund the Jesse Rothacker and Forgotten Friends assembly back in February. He never fails to disappoint. The subject matter (reptiles) was high interest, to begin with. But bringing in real, live reptiles took the experience to another level. Not only did some students get to hold some reptiles (and snakes), Mr. Lin faced a fear and did so as well!
- **Read Across America Celebration:** Thank you to all the parents and community members who came in as guest readers, both in-person and via recordings. We had fun celebrating different dress-up day themes that gave a nod to books that received the Theodore Geisel award. Don't forget that the school is offering a month-long reading challenge, and has also moved forward to Battle of the Books featuring works by Ryan T. Higgins.
- **Kindergarten Orientation:** If you know any families with children eligible to start kindergarten next year (turn 5 years old by September 1), please let them know that we are holding the annual kindergarten orientation next Thursday, March 17 (6:30-8:30). This will be a meet-and-greet with a presentation. We will also have people on hand to provide guidance on how to register their child for kindergarten!

TITLE 1 REPORT: Mr. Lin

- **Battle of the Books:** Battle of the Books is underway with students choosing their favorite Ryan T. Higgins book.
- **Family Literacy Night:** We are also in the planning stages for *Coastin' Into Literacy*, our family literacy night with an amusement park theme. It will be held Thursday, April 28 from 5:30-7:30. Look for more details to come.

TEACHER'S REPORT:

We appreciate the PTO and love the idea of the Coin Wars challenge currently running in the school. Encourage teachers to submit their teacher reimbursements since the deadline passed March 1st.

Kindergarten teachers usually purchase books for the incoming kids and are asked to set a budget for next year. Teachers will also reach out to 2nd grade teachers asking about gift send off ideas.

SECRETARY'S REPORT: Kelly Newswanger

- Motion for Adoption of the February Meeting Minutes: Steven Lin
Second: Ashley Anspach

TREASURER'S REPORT: Sara Derr

- Motion for adoption of the February Treasurer's Report: Kristen Martin
Second: Allison Ebersole

COMMITTEE REPORTS:

Assemblies: Committee Chair, Jodi Horst

- PA Mobile Agricultural Lab - Cost \$1000
- April 11, 12, and 13 (3 full days)
 - Jodi will need a total of 6 volunteers to cover morning and afternoon sessions to assist with the assembly.
- Holly Serio Musical Program - Cost \$300
 - Pushing the Holly Serio music assembly to Fall of 2022 since we have so much planned for the Spring.

Book Fair: Co-Chairs, Amora Cook & Kara Shanaman

- Spring Book Fair scheduled for March 28th-April 1st
 - Set up on Friday March 25th after school.
 - Sign up genius started for volunteers to help at the book fair.

March 21-25 drop off of materials. They will be stocked up with the best sellers to try and accommodate all of the student's interests and needs. Fall was our highest grossing book sale, which is why some books were sold out. Monday and Tuesday will be the days for students to preview and purchase books. Wednesday could be a make-up day in the morning and afternoon to accommodate students that may have missed the book fair. Open for parents to come in and purchase after school.

Amora created an E-wallet for Fort Zeller and we can share it on social media. People can donate money to the book fair. We will offer a \$5 and under table for students who do not bring money for the Book Fair.

Rewards Programs: Committee Chair, *unfilled*

- Amazon Smile: \$59.95 as of March 2, 2022
- Box Top: Submitted \$1.80 in physical submissions \$9.90 in app for February
- Coca Cola Give: need help scanning caps - collecting bottle caps for the library's project. We need assistance with going through the assortment of caps picking out the Coca Cola caps to scan and then all of the caps will be donated to the Myerstown Library for their summer project.

Looking at the Box Top App analysis: 10 people donate regularly on Box Top with 53 users who have the app downloaded. We need to encourage more people to participate on a regular basis.

Fundraising: Committee Chair, Kristen Martin

- Review - sub sale - Sold - 1436 in tickets - \$2872
 - Winning class - Ms. Hartmans - 241 Subs - Voucher for a book to be read by Mr. Lin
- March - Coin Wars - Current Totals -
 - K - \$186.92
 - 1 - \$206.51
 - 2 - \$206.32
 - Teachers - \$13.15

Coins will be collected again Friday, March 11 and counted over the weekend. Another announcement will be made Monday, March 14th with the totals. The challenge is over Thursday, March 17th. The kids are really excited about Coin Wars and it's deemed as a successful fundraiser. Mr. Lin is doing a great job promoting it in his leprechaun costume and humorous videos.

- March to Mid-End of April - Reading Phillies Tickets - 6 Undated GA tickets for 2022 season - \$39 and we will make at least \$14/book. If we sell over 75 books it goes up to \$15/book and over 100 \$16/book - and it increases for each 25 additional books we sell. Flyers will be sent home to families advertising this fundraiser.

Kristen mentioned the idea of a punch card for pretzels and ice cream at Dutchway and will look into it as a future fundraiser.

Race for Education: Co-Chairs, Amy Shade & Kelly Newswanger

- No updates

Hospitality: Co-Chairs, Kara Shanaman and Danielle Gingrich

- The cookie buffet was well received and, as always, very much appreciated. The parent contributions did not disappoint!
- We look forward to celebrating the staff during Teacher Appreciation Week!

Danielle shared the teacher appreciation week idea by celebrating the teachers each day the week of May 2nd with special food items for various meals and special surprises in their mailboxes. Let teachers know ahead of time what type of food will be prepared. Thinking of not doing the original burger idea and more crockpot ideas to keep it simple. Everything is donated by parents, except for the sticky notes. We need volunteers to help set up food, receive it at drop off and clean up. Maybe get in touch with the kitchen staff to brew our own coffee to save costs rather than a parent providing it from Dunkin.

Gingerbread Shop: Committee Chair, Allison Ebersole

- No updates

Memory Book: Committee Chair, Abby Entrekin

- Yearbooks can now be ordered online at ybpay.lifetouch.com
 - School ID code - 10866222
- Deadline to order - 3/31 - We have contracted for 126 copies - **so far sold 59**

- Final Page submission due - April 4, 2022 Final Quantity Due - 4/4/22
- They will cover shipping due to the inconvenience of them setting up our account.

Perhaps show a tangible copy of the Memory Book in the showcase to get kids excited about it and continue to send the link and school code in the weekly PTO emails sent to parents by Kristen. Advertise the memory book on the morning announcements by Mr. Lin. Teachers will need to transfer any class pictures they have from this year to a Google Drive folder. Mr. Lin will send it out to teachers.

Carnival (a.k.a Fun in the Sun Day): Committee Co-Chairs, *Erin Horning & Amora Cook*

- select 3 flavors of shaved ice from the ice shack (possible options- cherry, green apple, blue raspberry, root beer, mango, cotton candy, watermelon, orange)
- possible format: 1 hour for each class - this would include 20 minutes each at 3 stations

Date: Friday, May 13th (Rain date: Friday, May 20th)

3 stations: Bounce House Rentals, lawn games, and shaved ice. Inflatables set up for 9 a.m.-3 p.m. 3 classes per hour. We can change the station schedule to accommodate more movement to have more classes out at the same time.

Bounce House Rentals in Lancaster: Obstacle course \$679.00, regular bounce house: \$299.00 \$1,143.50 for the inflatables for the day

350 servings from the ice shack \$40 a tub, each tub serves 50 servings. \$280
They will provide cups and spoons for an additional \$63, but they will deliver and provide scoops for the event. Total of \$343. We will have to pick three flavors.

Check for payment, but they need the tax exemption code to avoid charging us a tax.

Suggestion of getting kids excited about Coin Wars next year letting them know it benefits Fun in the Sun Day.

Kristen will send out an email for new volunteers to help with the Fun in the Sun Day.

OLD BUSINESS:

- Idea to transform the carnival day into a fun-filled Spring Activity Day.
- Roller Skating Party: We had 191 people that rented skates and enjoyed the day with their children and friends.

NEW BUSINESS:

- Review Committee Chairs - What will be open for next year? Possible side kicks to learn the positions (next meeting)
- Schedule meeting dates for April 5 and May 10th
- Need volunteers for Kindergarten Orientation - Thur 3/17 - 630PM-830PM
Danielle and Kristen will be there to pass out information and greet kindergarten parents. Provide flyers to local preschools to advertise the PTO for incoming kindergarten parents. Mr. Lin will be visiting Teach-A-Tot and Busy Bee

preschools. Provide Amora's name on the Teach-A-Tot flyer so parents could reach out to her about any questions they may have about the PTO as a point of contact.

- 2nd Grade Gift - Dog they could sign?

2nd grade send off Animal Research projects line the hallways and do a gallery walk about their presentations. Superlative awards for students. Scheduled the last two weeks of the school year. 2nd graders could be gifted a Memory Book as a send off gift?

2nd grade field trip: Tuesday, May 31st

Meeting adjourned at 8:14 p.m. by Kristen Martin.

*****NEXT MEETING: Tuesday, April 5, 2022 - 6:30PM**