

Fort Zeller Elementary School PTO
Meeting Agenda
Wednesday, October 6, 2024 @ 6:30PM

Attendees: Kristen Martin, Ashley Derolf, Haley Wanner, Chelsea Lutz, Bethany Snyder, Trisha Rabold, Ashley Weiler, Kirsten Wenger, Amanda Bashore, Kelly Ulrich, Jazmin Yiengst, Lydia Eberly, Erin Horning, Lindsay Hoffman, Kelly Mohn, Mrs. Houck, Amy Davis (Librarian), Ms. Crandall (teacher representative).

Meeting Commenced by Kristen Martin at 06:30pm.

Principal's Report: Mrs. Houck

- Thank you – Holly Serio!
- Collaboration Schedule – once a month (90 min)
- Family Groups – first meeting was on 9/14, and the next one is on 10/10
- Safety Drills – Interior Threat Drill – Oct 16th
- SPARC Lessons – 1st & 2nd Grades
- First Raider Readers - 10/3
- Hearing Screening - 10/7
- No School - 10/14
- Fire Prevention and Safety - 10/16
 - No assembly but will have fire trucks and vehicles
- Rising Raiders - 10/16 from 5-6:30 pm
- First Grade Field Trip – Corn Cob Acres 10/24
- Conferences – PTCFast to sign up for date/time
 - Online sign up, parents dictate conferences
 - During week of Thanksgiving
- End of First Marking Period 10/30
- PBIS Report:
 - **Bee Cards:** 813 as of 9/30 (more than last year)
 - **Think Sheets:** 11 (First Grade (10)-recess issues, Second Grade (1))
 - **Character Trait: Self Control**
 - R.E.A.C.H. Lessons:
 - **Kindergarten** will be meeting the first little spot in the Little Spot series: Scribble Spot. We will be talking about all the different feelings!
 - **First grade** will be reviewing the little spots from last year. We will go through the feelings we learned about in kindergarten and learn how to spot how others are feeling (facial expressions, body language, tone of voice, etc
 - **Second grade** will be focusing on our character trait of the month: Self-Control!

Title 1 Report: Mrs. Houck

- We had 53 students participate in the Summer Reading Celebration. Students enjoyed their ice cream sundae and loved picking a brand-new book to keep.
- Now that beginning of the year data has been completed and we met as a team to identify the students who need extra support, Title 1 paperwork will be emailed to families, letting

them know that their child is eligible for Title 1. The paperwork also describes to families what the Title 1 program is.

- Our Title 1 Parent Information Night is Tuesday, October 29th. Dinner will be provided, students will participate in pumpkin themed centers, and parents will enjoy a “brief overview” of Title 1.
- Annette Whipple, children’s author, will be visiting Fort Zeller on November 18th. Fort Zeller’s visit will be in the morning and Jackson in the afternoon. Payment (\$300) is due the day of the presentation. The total cost just under \$1,000. Our building budgets will split the difference.

Teacher’s Report:

- Thank you for the assembly and kids really like the wrist bands. The thermometer for race for ED is a hit.
- Hydration station: very creative and appreciated.

Secretary’s Report: Ashley Derolf

- Motion for adoption of the September meeting minutes.
 - 1st: Kelly Ulrich
 - 2nd: Ashley Weiler

Treasurer’s Report: Haley Wanner

- Request to add Amy Zelinske, ESL teacher- \$50 for reimbursement. Vote to accept is required.
- Motion for adoption of the September treasurer’s report.
 - 1st: Chelsea Lutz
 - 2nd: Trisha Rabold

Committee Reports:

Assemblies: Committee Chair, Trisha Rabold

- Great Assembly by Holly Serio last Friday!
- In Process- Mobile Ag Lab- Scheduled April 2-4th
 - \$600-1st Deposit (\$600 later in April)
- Author-add from above (Mrs. Houck’s report out)
- 4th Visitor- Possibly February?
 - Need to look at what monies we have left once we have the author figured out.
 - Middle Creek

Book Fair: Committee Chair, *Unfilled*

- Preview 11/21 and purchase 11/22.
- End purchasing @ 2:45 on the 22nd due to a PBIS assembly at 2:45.
- Lori to send out a schedule for preview and purchase day.

- Set up in the lobby
- Conferences will be 12:30 - 8:00 PM, Monday 11/25 and AM conferences on Tuesday 11/26.
- Wish List for teachers and librarian
- E-Wallet
- If a book gets low, we can order it and it will come in later. Jackson Elementary already does this.
 - Book was bought, staple to the receipt so they know it is coming.
- Under \$5 books

Rewards Program: Committee Chair, *Unfilled*

- Box Tops Rewards: \$17.80 - September
- Connect Walmart & BoxTops - if you shop at Walmart - you do not need to scan the receipts if you connect the accounts
- Monthly specials

Fundraising: Committee Chair, Kristen Martin

- Justinos Punch Cards
 - Send Flyers Home - 10/15 and Due Back - 10/25
 - Tickets go home with students - 11/4
 - Sub tickets are \$8 and Pizza tickets are \$12 - They are good for one year. Expire 10/31/25
 - Pizza Party for winner
 - PTO earns \$3/ticket. Last year we raised just over \$2000
- Union House Day
 - November 10 - All day - 10% of food sales - No flyer needed
 - We have crayons and coloring sheets left over from last year
- Perfect Candy –
 - Sell for \$7/bag - Custom Thank you and logo - we need to provide this to them – Review examples - What should we put on the tag?
 - They provide order forms and envelopes
 - Cost is \$3.15/bag; PTO would make \$3.85/bag
 - Kristen can pick up to save money on delivery fee
 - Is the group okay with making \$3.70/bag and the company will sort for us. Either that...or we will pick up boxes, and then we will have to sort.
 - Timeline
 - 11/8 - Forms go home with students
 - 11/20 - Orders do back at school.
 - Take late orders until 11/22.
 - Get #s/orders to you by 11/25
 - Send home orders with students - 12/13

Race for Education: Tri-Chairs, Bethany Snyder, Amanda Bashore, Kelly Ulrich

- Business donations have reached \$12,500

- Joint expenses \$4279.07
- Student donations: \$5,033 so far
- Students and staff were given Raiders bracelets for reaching first goal of \$2,500
- Next goals: \$5,000 extra recess, \$7,500 ice pops, \$10,000 movie with Dieffenbach Chips and Swiss drinks
- T-shirts are being produced and should arrive this week
- Water bottles and labels are with Kelsey Thorley at the High School for students to prepare
- Certificates and thank you letters to be hand delivered to businesses: we could use your help delivering them!
- Poster with all business sponsor logos was purchased through JDM and ready to display at race and then in the office
- Taurus Fitness will be sponsoring obstacles for race day
- Bold Accounting sponsored blow up arch is ready
- Volunteers: if possible, please bring bubble machines/wands for your shift on race day!
- Cash/Check need to be handed in by October 7th
- Website donations will be accepted through Race for ED Day

Hospitality: Tri-Chairs, Chelsea Lutz, *Unfilled*, and *Unfilled*

- Feedback from hydration station
- Cupcake delivery today for custodians
 - Thank you, Lydia!
- Next big event is the conference meal- sign up genius is made (ask for someone to look over)
- Does anyone want to sign up for anything?

Gingerbread Shop: Committee Chair, Ashley Weiler

- Save your plastic grocery bags for us please
- Donations of items by Thanksgiving Break
- Mrs. Thorley's class at high school will be helping us out again this year

Memory Book: Committee Co-Chairs, Jazmine Yiengst & *Unfilled*

- Currently working on a theme for 2024-2025 yearbook.

Fun in the Sun: Co-Chairs, Erin Horning & *Unfilled*

- No agenda items at this time.

Old Business:

- Review Back to School Picnic - if the PTO participates next year, make sure it is a fun event - games, maybe fun handouts?
- Roller Skating Party - schedule? January?

New Business:

- Mt. Gretna Roller Skating Party –
 - Saturday, January 11 - 10AM-1PM
 - \$100/hr
 - \$300 (Last year it was \$225)
 - Skate fee \$5 - Is there some way we can have the students earn a “free” ticket for skate rental fee?
 - Something to consider
- Christmas Book Orders - Bulk Bookstore, Scholastic
 - \$900 budget, about 270 kids- winter theme

Next Meeting: Wednesday, November 6, 2024

Meeting adjourned: 07:40pm