

Fort Zeller Elementary PTO
March Meeting Minutes
Wednesday March 6, 2024 @ 6:30 PM

Attendance: Kristen Martin, Ashley Anspach, Amora Cook, Kelly Ulrich, Ashley Weiler, Erin Horning, Bethany Snyder, Amy Shade, Amanda Bashore, Sarah Derr, Kelly Mohn, Trisha Rabold, Kirsten Wenger, Robyn Wentzel & Madison Breiner (teacher reps), Jodi Houck (principal)

Meeting called to order at 6:33pm by Kristen Martin.

PRINCIPAL'S REPORT: Mrs. Houck

- Thank you for the Valentine treats on our conference day. Everyone LOVED it!
- Math/STEM Night – February 27 from 5:00-6:30 pm – DINomite.
- SPARC Lessons – 1st & 2nd Grades (Tuesdays in March)
- March 8 – Act 80 Day – no school
- Kindergarten Parent Night/Orientation – March 12 from 5:30-6:30 pm
- Mobile Ag Lab & Book Fair – Week of 3/25
- Spring Break – March 29-April 1
- April will be Animal Month at FZ
 - Forgotten Friends assembly from PTO
 - Barnhill Preserve assembly on April 26 in the morning
 - Zoo from DE that contacted FZ about a free assembly opportunity with live animals and then parents will have chances to purchase merchandise and memorabilia (like a picture with an animal).
- PBIS Report:
 - **Bee Cards!**
 - Total: 4,167 (About 600 more than last year at this time)
 - February: 637
 - **Think Sheets**
 - Kindergarten: 2
 - First: 2
 - Second: 8
 - **Character Trait: Cooperation**
 - R.E.A.C.H. Lessons:
 - K: A Little Spot of Confidence
 - 1: Cooperation/Teamwork
 - 2: Cooperation/Teamwork

TITLE 1 REPORT: Mrs. Houck

- Read Across America celebration began Friday, March 1 and will last until Thursday, March 7th. We will recognize 5 children's books that won the Theodor Seuss Geisel Award. Special dress days were planned and coordinate with the theme of each book. Teachers will play a recording of our student ambassadors read aloud 4 of the books. Raider Readers will read aloud the final book. We also have a Family Reading Challenge that lasts the entire month of March. A reading log sheet, which explains the challenge, was attached to the flyer and sent home with students last week. Students need to hear 20 or more books to receive a fun pencil and bookmark. Also, students, who complete the challenge, will have their names entered into a drawing to possibly win a book that is being read aloud for our Battle of the Books. Finally, the class that wins the most books will earn an ice cream party.

Fort Zeller Elementary PTO
March Meeting Minutes
Wednesday March 6, 2024 @ 6:30 PM

- Battle of the Books begins March 11th. 8 books that were either written and/or illustrated by Zachariah OHora will be featured for this event. Students will hear teachers read aloud one of books and will vote on their favorite book. The reveal celebration will take place Friday, April 12th and we have a “surprise” guest reader to participate in the reveal.
- Our annual “Poetry Challenge” will take place throughout the month of April. Local businesses were contacted to see if a poem can hang in their store/facility for the entire month of April and then initial the student’s sheet to say the child visited and read the poem. More details to come.
- Mark your calendar-Wednesday, May 8th is our annual Elementary Family Literacy Night. The event will take place at the Middle School from 5:30-7:30. The theme is “Reading is Blast” (space). We will be using the planetarium for one of the literacy stations. Anna Raff, illustrator, will be presenting to students and families. More details to come.
 - Due to this event our May PTO meeting will need to be changed. After discussions amongst those in attendance the new date will be Tuesday, May 7th instead.

TEACHER’S REPORT:

No agenda items

SECRETARY’S REPORT: Ashley Derolf

Motion for Adoption of the February Meeting Minutes

- 1st-Kelly Mohn
- 2nd- Kelly Ulrich

TREASURER’S REPORT: Sara Derr

Motion for adoption of the February Treasurer’s report

- 1st- Kelly Mohn
- 2nd- Erin Horning

COMMITTEE REPORTS:

Assemblies: Committee Chair, Trisha Rabold

- Ag Lab- March 25-27th
- Forgotten Friends- April 5th
- Need Checks: Ag Lab -\$600, & Forgotten Friends \$650
- Ag Lab Volunteers- Signup Sheet is going around tonight.
 - Sign up if you're interested@

Book Fair: Committee Chair, Amora Cook

Fort Zeller Elementary PTO
March Meeting Minutes
Wednesday March 6, 2024 @ 6:30 PM

- The signup genius for book fair volunteers was sent in the weekly PTO email.
- Set up - Friday March 22nd after school.
- Monday March 25th - student preview day
- Tuesday March 26th - student buying day.
 - A consensus of everyone in attendance agreed that we will take Scholastic dollars for our profit on this sale.
 - It was also concluded that we will use Scholastic dollars to purchase a book for any student that comes on buying day without money (up to \$5 or \$6).

Rewards Programs: Committee Chair, *Unfilled*

Review Boxtops - App - Scanning Receipts

Since July 2023 - Earned \$48.10

- BoxTops:
 - February 2024 earnings \$47.30
- A reminder to download the app and scan receipts to collect Boxtops rewards
No other rewards programs identified at this time

Fundraising: Committee Chair, Kristen Martin

- Coin Wars:
 - Kindergarten \$742.09
 - 1st grade \$540.16
 - 2nd grade \$376.93
 - Total: \$1659.18
 - Volunteers- Snow Day on March 14th- 2 people needed
 - Schedule will run from 10:10-11:40 for the AM-K sessions (30 min per class) and from 1:30-2:30 for PM-K
- Review punch cards- which option should we go with? (4 or 5 punches)
 - Those in attendance have agreed upon doing 4 punches per card for \$10. We get them for \$6 so the PTO will profit \$4/card.

Race for Education: Tri-Chairs, Bethany Snyder, *Amanda Bashore, Unfilled*

- Fort Zeller and Jackson fundraising committee members met on March 1st to discuss future plans for this event in the 2024-25 school year.
- FZ and Jackson plan to continue to work together on soliciting business sponsorships as in the past.
- A rough draft of the business sponsorship letter is in the works.
 - Jackson will do a Fall Fest instead of Race for Ed next year, but we at FZ will continue on with the Race for Ed program.
- The committee will meet in Spring/Summer to continue planning for the Race for Education in the Fall of 2024.
- Tentative date for Race for Education: October 11th with a rain date of October 18th (awaiting approval)

Fort Zeller Elementary PTO
March Meeting Minutes
Wednesday March 6, 2024 @ 6:30 PM

Hospitality: Tri-Chairs, Erin Horning, *Unfilled, and Unfilled*

- Paraprofessional Day is April 3rd. I will be just coming back from North Carolina. I will not be able to deliver. Last year Danielle bought buckeyes from Blue Spruce. I can gather the items before my trip Saturday March 23rd. However, we may need to decide on some sort of other treat. Any thoughts and volunteer to deliver.
 - This year each para will receive a \$5 gift card to The Sugar Shaker. These will likely be delivered by Amora Cook.
- Teacher Appreciation Week May 6th – 10th.
 - One day the district sponsors a treat. We will need to know which day that is so we can get the remainder of the days together.
 - Jodi does not know this day yet, but will keep us informed.
 - One day will be a parent sponsored lunch. Last year we had it BBQ themed and that was a hit. I would like to do that again.
 - One day we have a sponsored PTO breakfast. Donuts, fruit tray etc. I like this idea and think we should keep this.
 - One day we had a parent sponsored hot breakfast. Do we want to keep this or not. Asking parents twice in one week.
 - It was decided we will likely skip this and try something else- maybe ask for monetary donations on the same signup genius as for the luncheon items.
 - There was also discussion after meeting commencement that Amanda Bashore may use her business and sponsor all teachers and give \$5 gift cards to the Sugar Shaker.
 - Gratitude filled Friday. Send home a sheet for the kids either Monday the week of OR the Friday before. Have them fill out a sheet for their teacher. Last year we sent home two, one for their teacher and one for another support staff. I would like to get the thoughts on this at the meeting. Too much work?
- I will need volunteers to set up. I will be able to assist with one or two days, but not every day.

Gingerbread Shop: Committee Chair, Ashley Weiler

- Donuts delivered to high school for Mrs. Thorley's class thank you treat.

Memory Book: Committee Co-Chairs, Kelly Mohn & Lindsey Moyer

- Another flyer will be coming soon advertising the yearbook sales with a last ordering day of April 6th.
- Last meeting the correct picture was shown for the winning cover of the yearbook but the wrong name was given. It was decided since 3 girls received a lot of votes all 3 will get a free yearbook and their artwork utilized (front and back covers as well as inside title page).

Fun in the Sun: Co-Chairs, Erin Horning & Amora Cook

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Wednesday March 6, 2024 @ 6:30 PM

- Amora has the total from Ice shake \$333
- 6 Ice Buckets, 350 spoons, 350 spoons, Freezer
- Need to decide on flavors.
- Total for this event is under budget \$2,000
- Inflatables Cost \$1343.43
- Total for bounce houses and shaved ice is \$1676.43
- Richland Library is also confirmed to come as well

OLD BUSINESS:

- Review open committees/positions / creating flyer for kindergarten registration and to send home with K and 1st grade students - start advertising on fb and weekly emails end of March.
 - Committees listed, who we are, what the committees are about and inviting them to the last few meetings.
- Kindergarten orientation is March 12th.
- Discuss getting Head Start involved in school wide activities.
 - Head start is not involved with other activities.
 - They are welcome.
 - Head Start schedule is a little different.
 - Cannot be involved in anything that requires financial involvement.
 - Invite to fun in the sun

NEW BUSINESS:

- 2nd grade gifts?
 - Poster- approved to do this again by those in attendance.
- Volunteers-Kindergarten orientation 3/12

NEXT MEETING: Wednesday, April 10, 2024