

Fort Zeller Elementary PTO
September Meeting Minutes
Wednesday, September 6, 2023 @ 6:30 PM

Attendance: Ashley Anspach, Kristen Martin, Sarah Derr, Jodi Houck(principal), Kelly Mohn, Bethany Snyder, Amy Shade, Kelly Newswanger, Danielle Gingrich, Ashley Weiler, Erin Horning, Trisha Rabold, Lindsey Moyer, Kirsten Wenger, Taylor Ziegler, Kelly Ulrich, Ashley Derolf, Sara Faust (teacher rep), Laura Leonard (teacher rep)

Meeting commenced at 6:30pm by Kristen Martin.

PRINCIPAL'S REPORT: Mrs. Houck

- Kindergarten Meet the Teacher/Bus Ride Night on 8/23 had a wonderful turnout.
- Chalk the Walk – thank you to families!
- 1st & 2nd Grade Meet the Teacher – 9/13 from 5:00-6:30 pm
 - Jodi will speak to all families in cafeteria from 5-5:20, then parents and students will be dismissed to head to rooms to meet teachers
- Picture Day on 9/13 – we have volunteers from Stone Ridge planning on coming over to help.
 - This was last minute so parent volunteers will still assist as signed up and then it will be reevaluated for next time.
- Safety Drills throughout the month. (Intruder Drill/Interior Threat 9/28)
- Beginning of the Year Assessments (Linkit!, Acadience, Spring Math)
- Family Groups – new this year and will be K-2 mixed groups assigned to one staff member in the building which will remain the same throughout all their years at Fort Zeller
- Librarian (Mrs. Breiden) accepted position in another district so new librarian, Amy Davis, should be starting at the end of September.
- PBIS Report: N/A

Bee Cards!

Think Sheets

Character Trait: Respect

- R.E.A.C.H. Lessons: This first month, all lessons revolve around meeting the counselor and reminding students about what she does in the school.

TITLE 1 REPORT: Mrs. Faust

- 1. We are currently administering beginning of the year benchmark assessments. The data will be used to provide the appropriate supports and interventions for all students. We encourage families to reach out to classroom teachers and reading interventionists to learn about their child's performance.
- 2. Friday, September 15th, parents should submit the necessary paperwork to show that their child completed a summer reading activity. Our summer reading celebration is on Friday, September 22nd. We will have an ice cream party, each child will receive a book, and we will have a K-Pets Therapy dog visit the students during the celebration.
- 3. Children's author Kathy Miller:
 - a. <https://www.chippychipmunk.com/aboutkathy/aboutkathy.html>
 - b. Fee: \$ 400 /day

- PTO will pay \$300 like last year and Mrs. Houck will do the additional \$100 from building funds
- c. A funded program includes:
 - 1, 2 or 3 assemblies (300 students/assembly max) on November 8 or 9
 - Books are sold at a discounted price
 - 4 free books for library
 - 2 free posters
 - Chippy Chipmunk mascot costume; worn by an adult
 - 4 free books for student giveaways
 - 2 free posters for student giveaways
 - Free die-cut 2-sided bookmarks to all students & staff
 - Option for one 20-minute classroom visit
- d. Since some students don't purchase books (financial reasons), she wants to know if PTO wants to purchase books at a discounted price (50% off-\$9.98) for each classroom
 - PTO did not budget for this added cost so we will not do it at this time but Mrs. Faust mentioned checking with ELCO Foundation

TEACHER'S REPORT: Nothing to report at this time

SECRETARY'S REPORT: Need a Secretary!

- Motion for Adoption of the May Meeting Minutes: Kelly Newswanger
- Second: Sarah Derr
- Ashley Anspach is taking minutes this month. If no one else steps up, Kelly Newsanger will do it in October and February-May. She cannot do November-January.

TREASURER'S REPORT: Sara Derr

- 2023-2024 Budget Changes:
 - Christmas Books fund was reduced by \$20
 - Race for Ed fund reduced by \$200
 - Added Race for Ed Joint Line in budget since we share in this event with Jackson Elementary
 - Teacher Reimbursement went up \$50 due to adding counselor to list
 - Teacher Gifts increased by \$50
 - Family Events was reduced by \$150
 - 2nd Grade Gifts was reduced by \$100
- Motion for adoption of May's Treasurer's report & the 2023/2024 Budget
 - Erin Horning & Amy Shade

COMMITTEE REPORTS:

Assemblies: Committee Chair, Need Committee Chair (Trisha Rabold said she would do this)

- Holly Serio - Friday, Sept 15 @ 2PM
- Mobile Ag Lab - Spring- March 25-27th
- Author Visit in November

- Looking into PA Boat Commission for spring as well

Book Fair: Committee Chair, Amora Cook

- The fall book fair is scheduled to be held Thursday, November 16th - Tuesday, November 21st. Thursday will be the student preview day. Friday will be the student buying day. Monday & Tuesday, the fair will be open during parent teacher conferences for parents or family members to buy books.

Rewards Programs: Committee Chair, *Unfilled*

- Box Tops - \$

Fundraising: Committee Chair, Kristen Martin

- Thoughts on fundraising this fall? Justin's? R&K subs - looking at probably Mid-October
 - Attendees think Justin's would be a better choice so we will look to move forward with this
- Spiritwear - Before Christmas

Race for Education: Tri-Chairs, Amy Shade, Kelly Newswanger, & Bethany Snyder

- T-shirt deadline 9/8
 - Received 92 responses so far with using a Google Doc to get sizes for the first time.
 - Mrs. Houck will send out a global connect message for this reminding everyone about the fundraiser, t-shirts, and where the money goes.
- Race Oct. 6th rain date Oct 13th
- Packets went home
- Using 99 pledges for donations. Very user-friendly - Review how to search for the student's name and how to share on FB
 - Site automatically generates who is in the lead which is great for families to see
 - Cash donations can be added in as well by one of the chairs so if a student receives donations only this way they won't feel left out
- \$10,000 goal with prizes for students as they reach the goals
- Business sponsorships: reach out to people you know that would support both elementary schools.
 - Looking to have a tiered poster made of business sponsors to hang in each elementary building as another incentive for them to want to help (name gets out there) and also to show appreciation when they do.
 - Looking at cheapest place to do this and so far it is Quick Quality Printing in Lebanon but it was suggested to also check with where shirts are printed since they'd already have business logos
- Will need volunteers that day, so maybe a push for paperwork to be completed.
- Library will come again that day to read to students after they finish racing and many of the other needed things have been arranged and will be ready to go on race day!

Hospitality: Tri-Chairs, Danielle Gingrich, Erin Horning, & looking for another to help

- Hospitality is planning their first back to school treat for tomorrow. Our theme is "We Cherry-ish a New School Year with You!" Next up will be the November conference meal. If you have any interest in helping to lead the hospitality committee, let us know!
 - We also usually do something for Christmas, Valentine's & Teacher Appreciation week is the big one

Gingerbread Shop: Committee Chair, Ashley Weiler

- No updates

Memory Book: Committee Chair, Kelly Mohn

- Need a co-chair- Lindsey Moyer is willing to assist
- Made out good last year with sales and even a little profit.
- Contest again for cover design by 2nd graders

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

- No updates

OLD BUSINESS:

- Thank you cards - Fun in the Sun; Scholarship Recipients

NEW BUSINESS:

- Volunteers for picture day - Wed 9/13 - Schedule
- Meeting Dates for the Year -
 - Wednesday, October 4, 2023
 - Wednesday, November 8, 2023
 - Wednesday, December 6, 2023
 - Wednesday, January 10, 2024
 - Wednesday, February 7, 2024
 - Wednesday, March 6, 2024
 - Wednesday, April 10, 2024
 - Wednesday, May 8, 2024

Meeting adjourned at 7:41p.m.