

**Fort Zeller Elementary PTO
Meeting Minutes
Monday, September 9, 2019 @ 6:30**

Attendees: Jess Umbenhauer, Tasha Ness, Angelo Pete Martinez, Jen Davies, Amy Shade, Jen Goonan, Shanon Martin, Rick McFeaters, Kristen Martin, Adina Cook, Kara Shanaman, Danielle Gingrich, Susan Long, Sirena Bishop, Krista Hurst, Amanda Zwally.

Teacher Representatives: Reading Specialists: Michelle Longenecker & Sara Faust

MEETING CALLED TO ORDER AT 6:37PM BY PTO President, Jessica Umbenhauer.

- Welcome to new parent attendees, and the introduction of new executive board members.
- Parent introductions

PRINCIPAL'S REPORT: Mr. Steven Lin

- Chalk the walk was a great success!
- Request to increase teacher reimbursement for Special Area teachers, so that it is the same dollar amount as classroom teacher's.
- Discussion among PTO members and an agreement was made to raise the dollar amount of reimbursement. Motion was made by Principal Steven Lin and seconded by Kara Shanaman.

TITLE 1 Report: Mrs. Faust and Mrs. Longenecker

- The reading specialists have requested funding from the PTO for books to be included in mobile book carts. This will be revisited at the October Meeting.
- Discussion about Family literacy night and proposed changes to the format this school year. There is a request for funding to pay for this year's Family Literacy Night Assembly.

TEACHER REPORT: Mrs. Faust and Mrs. Longenecker

- Thank you to PTO Executive Board for appreciation cards to start the year.
- School wide testing is almost completed

SECRETARY'S REPORT: Shanon Martin

- Motion to adopt May Meeting Minutes: Motion: Tasha Ness. Second: Jennifer Goonan

TREASURER'S REPORT: Amy Shade and Jen Goonan

- Current treasurer's report reviewed with the group. Reimbursements for Gingerbread Shop are made to Tasha Ness, as she is purchasing items to stock this year's shop.
- Motion for Adoption of the Treasurer's Report: Motion: Amanda Zwally. Second: Steven Lin

COMMITTEE REPORTS:

ASSEMBLIES: Committee Chair: Jodi Horst, as reported by Tasha Ness & Steven Lin

- Request for an assembly co-coordinator with explanation of role.
- Explanation of Science Explorers with request for heavy push to roll out to parents in the community. If we have a certain number of participants we can continue to bring in Science Explorers for a FREE assembly next year.
- Dates for Mobile Ag Lab discussed. Teacher's report that they were pleased with the offering last year, and would like to continue this school year.
- We have applied for the grant, but at this point should plan to pay in full for the Ag Lab which is \$1500.00
- PTO Parents are encouraged to share assembly ideas with Mrs. Horst, and we will explore the feasibility of those suggestions.

BOOK FAIR/BOOK BINGO: Committee Chair: Amanda Zwally

- Fall book fair still needs to be finalized. Book Fair will run from 11/19-11/26. Parent volunteers are needed for a successful event.
- A request to have dress up days during the book fair was made.
- Spring book fair dates are tentatively scheduled for 4/3-4/13. This date will possibly be moved due to Mobile Ag Lab.
- We are hoping to pair the spring book fair with an evening family event such as book bingo, grandparent event, or other event tied to the theme of the book fair.

BOX TOPS: Committee Chair: Jess Umbenhauer

- Review of box tops program, and move to digital format.
- Clippings are still being accepted, but are being phased out.
- Please continue collecting and turn in to the teacher
- Amazon Smile and Giant Food Stores A+ Program were also reviewed

FUNDRAISING: Committee Chair: Unfilled

- A committee chair is still needed for fundraising. Please let Jess Umbenhauer know if you would like to fill in. A brief overview of what is entailed was shared with the group.
- Art to remember samples were shared with attendees and a description of the program was provided by Tasha Ness.

RACE FOR EDUCATION: Committee Co-chairs: Amy Shade & Jen Goonan:

- Discussion about Race For Education and its purpose was shared with attendees. Parents are encouraged to reach out to potential business sponsors if they know of anyone that would provide support.
- Crowdrise website is set up and ready for donations to come in.
- A Signup Genius will be sent out for parents to volunteer on race day. Logistics of how the event will run are still being worked out.

HOSPITALITY: Committee Chair: Unfilled

- Hospitality role outlined to parents
- Kara Shanaman has agreed to take on the roll of Committee Chair for the 2019-2020 school year.

GINGERBREAD SHOP: Committee Chair: Tasha Ness

- Gingerbread Shop described to parents.
- ¾ of needed items have been purchased.
- If you know of any good deals or summer clearances, please let Tasha know.

MEMORY BOOK: Committee Chair: Unfilled

- Memory Book role outlined to parents.
- Jen Davies has agreed to take on the roll of Committee Chair for the 2019-2020 school year.

CARNIVAL: Committee Chair: Sirena Bishop

- 2019 Carnival was a success
- Nothing new to report

OLD BUSINESS:

- Nothing to report

NEW BUSINESS:

- Discussion on new clearances process and answering of questions related to the change. Please allow at least 30 days for board approval.

MEETING ADJOURNED AT 7:35 pm BY PTO President, Jessica Umbenhauer.

*****NEXT MEETING: October 1st, 2019 @ 6:30 in the Fort Zeller Library**