



Swedesboro-Woolwich PTO  
Board Meeting Minutes  
May 12, 2025

**ELECTION MEETING**

- **Recording Secretary, Rebecca Coughlan, checked in each member to ensure those voting were 2024-2025 PTO members**
- **Each candidate introduced themselves and gave a brief speech**
- **Ballots were counted by Rebecca Coughlan and Tara Bustard**
- **Congratulations to the new 2025-2026 Board of Trustees:**

**Tara Bustard**  
**President**

**Deanna McCoubrie**  
**Treasurer**

**Meghan Turnbull**  
**VP Margaret Clifford School**

**Rebecca Coughlan**  
**Co-VP Charles Stratton School**

**Jaime Mihok**  
**Co-VP Charles Stratton School**

**Suzanne Healey**  
**Co-VP Charles Harker School**

**Amy Illiano**  
**Co-VP Charles Harker School**

**VACANT**  
**VP Walter Hill School**

**Alicia Midure**  
**Fundraising Officer**

**Racheal Riley**  
**Recording Secretary**

**Brooke Conaway**  
**Corresponding Secretary**

**- Election Meeting adjourned**

**I. Treasurer's Report-** Deanna

**II. Fundraising Committee Report-** Alicia

1. Clifford Readathon Survey
2. Boosterthon
3. Home Grownathons

**III. Old Business**

1. Clifford Field Trip for K and Pre-K- 4/22, 4/23 and 4/25- PTO provided soft pretzels
2. Stratton 2nd grade field trip- pretzels provided 5/6, Stratton 1st grade to be provided 5/15 & 5/16
3. Spring Book Fairs Clifford and Stratton are closed out, need to close out Harker and Hill.
  - E-wallet follow up
  - Anything
  - Theme for Fall- Wizard of Oz

4. Walter Hill Dance at KRMS- tips for next year?
5. Appreciation Days- all school secretaries, and principals had flowers delivered, nurses had macarons delivered
6. Membership appreciation event at Dressing Room on Main on 5/2 was huge success, thank you Deanna!
7. Teacher Appreciation luncheons at all schools 5/7-5/9- Las Aves, Petals and Paints, requesting Volunteer donations- what would we do different next year?
8. SWPTO Coffee and Cream Day 5/9- anyone make it?

#### **IV. New business**

1. BOGO Scholastic Event- 6/12/25- time? 5-7? Strong Brew confirmed- Kona?
2. Fun Days
  - Clifford- 5/29/25
  - Stratton- 5/30
  - Harker 5/22, Rain Date 5/30
  - Deanna has finalized all inflatables
  - Volunteer Sign Ups
  - Ice pops to be provided
3. School Supply Kits- All Finalized- flyers distributed, kits on sale 4/28 - 5/30, orders coming in, district email went out
4. Planners and folders for K-6th grade
  - Planners are in and in the PTO room
  - Same folders for K-6th- multiple complaints that the paper folders in K and 6th grades were completely falling apart by the end of the year, teachers preferred plastic folders used in 1st - 5th- have to go with one color
5. 6/5- Harker 5th Grade Fun Night 6-730 PM
6. Hill Moving Up Award- not a money award, certificate to student, we need to set what what criteria we are looking for

7. Board meeting before end of year- will have review of financials and budget at this meeting
8. Final email to room parents

Anything else for good of order?

PTO Meeting Minutes  
5/12/25

Attendance: Tara Bustard, Alicia Midure, Deanna McCoubrie, Suzanne Healey, Rebecca Coughlan, Megan Turnbull, Brooke Conaway

Elected: Tara Bustard, President

Deanna McCoubrie, Treasurer

Brooke Conaway, Corresponding Secretary

Rachael Riley, Recording Secretary

Alicia Midure, Fundraising Chair

Hill VP - vacant

Amy Illiano & Suzanne Healey - Harker Co VP

Jamie Mihok & Rebecca Coughlan - Stratton Co VP

Meghan Turnbull - Clifford VP

Confirmed - Rachael Riley accepts her position; Hill VP is currently vacant

Treasurer's Report

Sitting around \$34,000

Scholastic checks and folders/planners still coming out for this year

5/2 event raised \$200 through Dressing Room kickback

Room parent stipends are being distributed

Fundraising Report

Boosterthon

Stratton wanted to stick with Boosterthon at the scaled back approach and community prizes, but wants to move it back to the fall

Available mid-late October

Harker - will transition to home grown approach

Some kind of escape room/Clue themed mystery

Read-a-thon Survey

Survey has gone out to families and teachers today to gain feedback

Old Business

Membership Appreciation Night

Word of mouth feedback was very positive, but not sure about the timing

Ended up covering about \$700 of the \$2000 expenditure through ticket sales and kick back

Might be more successful to have a meet and greet prior to the school year

Consider transition activity fair/vendor fair

Pretzels for Field Trips

Clifford Pretzels for the kids in April

Stratton - 2nd grade 5/6

Stratton 1st grade - 5/15 and 5/16

Spring Book Fairs

Clifford and Stratton are closed out, still finalizing Harker & Hill

E-wallet confusion; the funds don't automatically carry over, but parents will receive an email that says the e-wallet transfers to a gift card

Consider sending home flyers with kids with remaining balance on wallet  
Fall theme - Wizard of Oz  
KRMS Dance Feedback

Elaine put together a list of feedback/suggestions based on this year's experience

Appreciation Days

Gave flowers to secretaries & principals, and macarons to nurses

Teacher Appreciation Luncheons

5/7 - 5/9

Las Aves food, Petals & Paints flowers

Discussion to transition to a different food vendor next year as a cost saving measure

Parent donations were successful for desserts/drinks

Coffee & Cream fundraiser 5/9

New Business

Scholastic BOGO Fair

6/12 at Harker parking lot, 5-7 PM

No e-wallets

Strong Brew confirmed

Talk to Jaime to reach out to Mr. Softee

School supply kids

Flyers are out, and details are finalized

Already have a lot of orders, final day is 5/30

Planners/Folders

All planners are in PTO room

All grades will be getting plastic folders, have to go with one color

Royal Blue

June 5 - Harker 5th Grade Fun Night

Haven't asked PTO for anything

Hill Moving Up Ceremony Award

Alaine suggested PTO "sponsor" one

Certificate, not monetary

Would need to set criteria for winner

Kind Comet - Positive Character

Volunteerism

End of Year Board Meeting

Potentially after 6/12 BOGO

Tara to send out date alternatives

Graduation Signs

Suzanne suggested lawn signs for Hill Graduate

Need to determine cost and dates

Final Email to Room Parents

VPs to send a thank you email, reminding to register for next year

Fun Day Sign Ups

All drafts are in PTBoard

Consecutive dates for each of the three schools, each at 4pm

Wednesday - Harker

Thursday - Clifford

Friday - Stratton