

Biglerville Elementary School PTO Meeting Minutes
Tuesday, Nov. 18, 2025

Attendance: Abi Miller, Danielle Hipp, Jamie Kerstetter, Kelly Pelc, Snez Isenberg, Bri Ketterman, Brittany Bretzman, Erin Henderson

Officer Reports

President (Abi Miller) - Open Meeting

Principal Jamie Kerstetter Reports -

- Parent teacher conference November 24th & 25th
- After school program is to start back up December 2nd
- December 10th is the Intermediate schools winter concert

Vice President (Brittany Bretzman) -

-

Treasurer (Snez Isenberg) -

- **Current Account Balance**
 - **Savings \$5,016.13**
 - **Checking \$52,227.36**

Secretary- (Danielle Hipp)

Minutes available on www.UpperAdams.org > Biglerville EI > PTO Information

Biglerville Elementary PTO Direct link: <https://www.upperadams.org/Domain/877>

Old Business

- Incorporation and 501c3 – application for state tax exemption – in progress

New Business

- Need to meet with Claudio about February dates for Pizza Kits fundraiser

Teacher requests

- Majority vote on \$400.00 quote for Habitat Through Time.

Committees

Book Fair/ Scholastic Dollars (OPEN)-

- Book fair for the fall Nov. 20th – Nov. 26th
- Set up and ready for preview day tomorrow, kids shopping Thursday and Friday
- Currently we don't have coverage for the parents to shop during PTC.
 - We may need to consider closing the book fair during PTC

Parent's Night Out (Abi Miller) –

Gettysburg's Best Laser Tag- Dec. 6th, Flyers will go out this week. It's been on FB for a while. Gettysburg Best members will be attending as well.

Picture Days (Brittany Bretzman) –

Race for Education (Erin Henderson) –

- Event Sponsors this year: Mamma's Pizza, Fruta Del Sol, Wilt Fencing & Pole Buildings, Hollabaugh's, and Kime's Cider
- \$750.00 donated by sponsors to cover the \$541.80 not covered by donors
- Total income \$31,500 (rounded)
- Possible teacher incentives for labels.
- Next year make a quick label video reminder for teachers to share.
- For next year, make sure teachers are aware labels are sent out.

Reading is Fundamental (OPEN)- in need of a person to chair this committee

- Dec. 19th

Santa's Visit (Melissa Knouse) – Dec. 19th

This year, we have a backdrop for pictures.

There will be a drop off mailbox for letters to Santa.

Have another Christmas tree.

This year we will have wrapped presents under the Christmas tree

School Store (OPEN) – In need of a person to chair this committee

- Dec. 11th, Feb. 5th, April 9th (All Thursdays)
- Need volunteers before sending out flyers.

Shopper Savings (Abi Miller) –

- BTFE \$216.40

Spirit Wear - (Bretzman, Miller) -

- Orders sent to Personaliteez last week, pick up and distribution should be before the Christmas break

Teacher Appreciation Week (Erin Wilt) –

-

Teacher Conference Meals (Kate McGlaughlin) -

- Parents asked to bring in desserts and tableware supplies
- Day 1 Lasagna for lunch, Pulled chicken for dinner
- Day 2 Grilled chicken for lunch, Cold cuts for dinner

Yearbook (Kristen Herr)-

- Teachers and staff- Please upload photos on Google Drive for editing.

Next Meeting – No December meeting. The next PTO meeting will be on Tuesday, January 20th, 2026 at 6PM.