



PTO Board Meeting Minutes

November 11th, 2025

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Facebook: Swiftwater Intermediate School PTO

Introduction

Principal's Report - Mrs. Kunsman reported that the school bought more board games for indoor recess. SGA will sort and deliver to the classrooms. Mrs. Cavagnaro will keep an inventory of all items. A suggestion was made to acquire inexpensive chess sets from Five Below and legos on Amazon. School provided flag football for outdoor recess bags to deter students from pushing, etc.

Mr. Higgins asked for building use requests for Gertrude Hawk, Teacher Luncheon and Holiday Shop. PTO will submit the building use requests for Teacher Luncheon and Holiday Shop but reported that we will not be holding the Gertrude Hawk fundraiser this year. Mr. Higgins notified PTO that the Yearbook Club would like to hold a sale for ¼ zip sweatshirts and asked if their sale would interfere with any PTO clothing sales. PTO Board approved any date for their sale as it does not overlap with any of the PTO fundraisers.

Old Business

- Pumpkin Paint Night - we had a good turn out and the event was successful
- Boo Grams - we had more sales than anticipated
- Picture Day
- Indoor Recess

New Business & Upcoming Events

- Girls on the Run representative presented their program to the PTO board and all attendees
- American Education Week 11/17-11/21
- Support Professionals Days 11/19 - PTO will be providing a continental breakfast and school will be providing lunch
- Birthday Gifts for Students - (Aug/Sept/Oct/Nov) - Homeroom teachers will be receiving envelopes today - each student with a birthday in the months of Aug, Sept, Oct, Nov will be receiving a card from the PTO which they can redeem for 1 free snack at the cafeteria
- Veterans Day Stations - 11/12, PTO is providing a pizza lunch from Kasa's pizzeria for the veterans and volunteers - pizza was ordered on 11/7 for pick up on 11/12 at 11am - Rachael will be picking up order and delivering it to the Conference Room in the Main Office. Students can wear red, white and blue to school.
- Tricky Tray Pre-Sale - 11/14 Friday evening. Tickets can be purchased and entered into the raffle - teachers can stop by anytime throughout the day

suggesting during their lunch break. Pre-sale will be held from 6-8pm in the school cafeteria. PTO requesting volunteers to sign up for event

- Tricky Tray Fundraiser Event - PTO has been busy finalizing donations and preparing baskets for the raffle. Event will take place on Saturday 11/15. Volunteers needed for set-up, to assist throughout event and for clean-up. Doors open at noon. Raffle begins around 3pm.
- Parent Teacher Conferences - 11/24 & 11/25
- Teacher Luncheon 11/24 - PTO providing food and drinks from Wawa - Mrs. Kunsman sent out Google form again, 60 responded but we should expect 80 lunch orders.
- Thanksgiving Break - School Closed from 11/24-12/1
- Act 80 Day 12/10 - 3-Hour Early Dismissal
- Cookies & Milk with Santa - 12/12 still in need of volunteers for event - discussed ordering cookies from Weis Markets in Mount Pocono. Mrs. Cavagnaro would like to discuss picture frames for this year's event. Chirping Cardinals will be performing during event. Mr. Phaneuf has Santa costume.
- Elf Grams 12/15-12/19, delivery 12/22 - Future Teachers of America will be helping deliver Elf Grams.
- Holiday Shop - set-up 11/24, scheduled to open to students 12/2 until 12/9. Will need until 12/11 due to scheduling around choral practices, etc. - All items were delivered to the PTO. Will need 10 tables set up. Volunteers needed for each day. Sign up Genius will be sent out via email.
- Winter Recess 3-Hour Early Dismissal for students 12/23 - School will be Closed 12/24-1/2
- Fall Picture Day Make Up - 1/12/26
- Popcorn Parties - Popper Volunteers Always Needed - we've been doing much better getting volunteers - thank you!

Discussed selling Autism Awareness shirts as an upcoming fundraiser. Mrs. Cavagnaro volunteered to assist the PTO in designing the shirt. Timeframe of shirt sales would be February/March. Discussed Quick Stitch company from Wind Gap having 2 week production time.

ONGOING FUNDRAISERS

- Weis 4 Schools

Our next meeting will be on Tuesday, December 9th @ 9:45am

Discussion

Adjournment