



**Swedesboro Woolwich Board Meeting Minutes**  
**February 9, 2026**

- **TREASURER REPORT**
  
- **OLD BUSINESS**
  - 1/13- dine and donate at Juice Pod
  - Clifford Readathon- \$12,025 and we kept \$11,533
  - Wizards Game 1/31/26
    - Facility fee \$1,217.53
    - Sponsorships: \$2,750.00
    - Check owed to us: \$11,676
    - Cash kept- \$1,750
    - Concessions- \$3,000
  
- **NEW BUSINESS**
  - Fundraising Overview
    - Fundraising Officer- what position is and isn't
    - Boosterthon- signed contract for Stratton next year
      - Starts Oct 13 2026, Fun Run Oct 22 2026
      - Platform
      - Emails
      - Incentives
    - Get Movin' Fundraising
      - Clifford Readathon
      - Neon Nineties
      - Come Clue
  
  - Correspondence Report
  
  - VP Reports

- 3/3 Clifford Dr. Seuss Night 6-730 PM
  - Popcorn
  - Still waiting on what they need purchased
  
- Hill Neon Nineties Homegrownathon- help needed?
  - 2/2- Kickoff Neon Nineties Homegrownathon Hill
  - 2/10-2/27- Neon Nineties Homegrownathon Hill
  - 2/26- Neon Nineties Homegrownathon Dance Hill- 12-130 PM setup, event 130-330 PM
  
- Harker Comet Clue
  - 3/11- Kick off for Harker Homegrownathon
  - 3/16-3/27 Harker Home Grownathon
  - 3/26- Harker Homegrownathon Fun Run
  
- 3/19 Bartending Event
  
- 3/17- Teacher Treat- St Patty Day Theme
  - Clifford 730-12 PM
  - Stratton 1030-130 PM
  - Harker 8-12 PM
  - Hill 10-2 PM
  
- Spring Book fairs- Seuss at Clifford and Luau at Stratton, Harker and Hill
  - 3/2-3/4 Clifford Spring Book Fair
    - 3/2 8 AM- teacher preview
    - 3/3- Clifford Dr. Seuss Night 6-730 PM
  - 4/13-4/17- Harker Spring Book Fair
    - 4/10- Harker Spring Book Fair Set up after 330 PM
    - 4/13- Harker Spring Book Fair Teacher Preview 745-830 AM
  - 4/23 - 4/29 - Stratton Spring Book Fair
    - 4/23- Stratton Spring Book Fair Set up after 1:05 PM
  - 4/22 & 4/24 - Hill Spring Book Fair
    - 4/20- Hill Spring Book Fair Set up anytime
    - 4/21- teacher preview 4/21
  
- SFFN- 4/23
  - Activities
  - Raffle baskets- see Suzanne's excel sheet

- Please take a look at the updated availability form for our upcoming spring events

EPI Kits

- Timeline
- Approval from Teacher Leads

**ANYTHING ELSE FOR THE GOOD OF THE ORDER?**

**Next meeting: March 9, 2026, 7:00pm ~ Stratton Library**

## Swedesboro Woolwich Board Meeting Minutes

February 9, 2026

### In Person Attendees

Tara Bustard President  
Deanna McCoubrie Treasurer  
Meghan Turnbull VP Margaret Clifford School  
Jaime Mihok Co-VP Charles Stratton School  
Amy Illiano Co-VP Charles Harker School  
Brooke Conaway Corresponding Secretary  
Leah Hollawell VP Walter Hill School  
Racheal Riley Recording Secretary

### Virtual Attendees

Rebecca Coughlan Co-VP Charles Stratton School

### TREASURER REPORT

- o \$36K without wizards
  - o Using the space was \$1300 rather than ~\$800
- For less space, should we remove the cafeteria - do we need it?
- o Wreath event \$1180 profit
- Need to book earlier

### OLD BUSINESS

- o 1/13- dine and donate at Juice Pod
- Best one yet
- Impact due to : did not require say PTO etc.
- o Clifford Readathon- \$12,025 and we kept \$11,533
- Vs booster would have been \$6K
- o Wizards Game 1/31/26
- Facility fee \$1,217.53 (space and availability was less)
- Not looking for a new space but need to use the space wisely

Sponsorships: \$2,750.00  
Check owed to us: \$11,676  
Cash kept- \$1,750  
Concessions- \$3,000

## NEW BUSINESS

- o Fundraising Overview

- o PTO MONEY MAKERS

when the PTO donates to the schools for their events that are the sole beneficiary of the rest of the events PTO supports.

funds the teacher appreciation and FFNs

RAFFLES at the FFNs goes to PTO, though not a money makers

Wizards

School Kit Sales

Holiday Shop

FFN is solely put on by PTO but is for district to enjoy

Fundraising Officer- what position is and isn't

“What I would do different”; [Tara]: An amazing addition to the board was the Fundraising Chair & Committee however, would re-identify the definition of the fundraising chair because the verbatim definition of the position is ultimately defeating the purpose of VPs to a minimum

Teacher Appreciation

Book Fair (Maybe)

Revise the definition to have the committee work on a clear expectation for the chair, committee, and what the VPs will need in the next school year.

Boosterthon- signed contract for Stratton next year

Starts Oct 13 2026, Fun Run Oct 22 2026

Platform

50/50 split

There are different levels, a few years ago changed to reduce the support the PTO is required to the minimum it has ever been

The event energy felt less at harker last year

Emails

Disperse daily and boosterthon provide the script

Incentives

PTO must Bring the incentives to reality

The site with all decades of information for funding and information and prizes

Get Movin' Fundraising

CANNOT have overlap of the timing of events or would require a second account etc.

FREE TRAINING for the site if interested

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Clifford Readathon

Every single flyer and email is saved and can be used every year  
Kickoff with the entire staff and also did a lunchtime kickoff for the students

DAILY updates for the teachers and students

Bulletin board updates

Closing event was a dance

Neon Nineties

Comet Clue

Every event has a folder in the email

- o Correspondence Report

- o VP Reports

3/3 Clifford Dr. Seuss Night 6-730 PM

- o Popcorn

- o Still waiting on what they need purchased

Megan is making a request and suggesting the Totes by Wednesday (2/11)

Hill Neon Nineties Homegrownathon- help needed?

- o 2/2- Kickoff Neon Nineties Homegrownathon Hill (actually sent out 2/6)

- o 2/10-2/27- Neon Nineties Homegrownathon Hill

- o 2/26- Neon Nineties Homegrownathon Dance Hill- 12-130 PM setup, event 130-330 PM

Using room parents set up & be chaperones

\*happy parents are allowed

Water Bottles

Need snacks still

Need to supply the kids with waterbottles and possibly water jugs to refill for our kids for the regional activity event

Harker Comet Clue

- o 3/11- Kick off for Harker Homegrownathon

- o 3/16-3/27 Harker Home Grownathon

- o 3/26- Harker Homegrownathon Fun Run

- o 4th grade field trip date is 3/26

AIMEE IS CHECKING THIS

### 3/19 Bartending Event

- o PTO sending flyer for Teachers with their time slots

- o Concerns about the liability to PTO

NJ very strict laws

Can sue establishment, what does the put on PTO for hosting and the Teachers individually

\$1.5M is our current policy

- o RED HEN Correspondence :

Yes, full liability lies on the event and persons, though they are adamant they are not that kind of establishment

- o VOTE

Continue as it stands

ALL NAY

Change into a Meet and Greet Teacher nite (includes kids and increase food sales etc.)

All YAY

Need to reach out to Red Hen for availability to change

Offer the teachers the change, open and transparent with concerns

3/17- Teacher Treat- St Patty Day Theme

"rainbow assorted treats" , "lucky to have you" previous ideas/themes

Clifford 730-12 PM

Stratton 1030-130 PM

Harker 8-12 PM

Hill 10-2 PM

- o Spring Book fairs- Seuss at Clifford and Luau at Stratton, Harker and Hill

BAG STATUS needs to be checked

Check pricing AIMEE

3/2 -3/4 Clifford Spring Book Fair

3/2 8 AM- teacher preview ONLY

3/3- Clifford Dr. Seuss Night 6-730 PM

4/13-4/17- Harker Spring Book Fair

4/10- Harker Spring Book Fair Set up after 330 PM

4/13- Harker Spring Book Fair Teacher Preview 745-830 AM

4/2/3 - 4/29 - Stratton Spring Book Fair

4/23- Stratton Spring Book Fair Set up after 1:05 PM

\*\*can we decorate on 4/22\*\*

4/22 & 4/24 - Hill Spring Book Fair

4/20- Hill Spring Book Fair Set up anytime

4/21- teacher preview 4/21

o SFFN- 4/23

Activities

Basketball

Candy tent

Airbrush

Start with minimal option on theme

Balloons

Start with minimal options on theme

Hair tinsel

Food trucks

Kona & toms

Chik-fil-a

Taco?

Book Smiles Group

Bring a book and get an extra ticket

Bounce house

Obstacle course and the smaller kids one

Raffle baskets- see Suzanne's excel sheet

YES so much footwork has been done

Scale back the number of them

o Please take a look at the updated availability form for our upcoming spring events

EPI Kits

Timeline

Approval from Teacher Leads

Kindergarten Round Up

Kits were \$110 last year and this year \$100 with \$3 profits

Provide signage for sales

Letterhead per kid to be printed

Posters and sample are provided

NOTED : By laws do not show NOT ALLOWING Co-VPs

Date and plan for new board member info sessions discussion and plan TBD