

**HEMPFIELD SCHOOL DISTRICT
LANDISVILLE ELEMENTARY CENTERS
PARENT - TEACHER ORGANIZATION**

**Executive Board Meeting
November 18, 2025**

Meeting called to order at 7:05 pm by Stephen Reich

Members in Attendance: Manny Luciano, Riley Hughes, Stacey Lauter, Stephen Reich, Danielle Sunday, Ron Swatner, Jenn Meyer, Michelle Reich

Community Members in Attendance (Signed in): Michael Sebergandio, Ganesh Seeniraj, Rachel Albert

Secretary's Report- Molly Earhart

- Plan winter activities
- Family Engagement Policy Signings
- Fun Night ; Festival discussions
- Next meeting to be held on Wednesday January 7th at 7pm

Treasurer's Report - Manny Luciano

- PTO donations need a designation i.e Fitwalk, fall fest otherwise there's a general donation bucket.

PEP Coordinators' Report – Michelle Reich (LIC)

- Fall parties were a success!
- November staff appreciation – TFB catering. A kindergarten parent was so generous to donate lunch to both LPC and LIC from her company.
- Request for Amazon gift cards for all staff besides classroom teachers. Approved in 8.13.25 meeting. Danielle Sunday offered to purchase the physical cards through Raise Right. Bulk order 50 for LIC. Stacey to confirm her number for LPC.
- LIC peps are organizing classroom teacher gifts for the holidays

- Question: is a PTO member able to take over the book fair and holiday shoppe? This is a request from LIC pep parents to keep it consistent year after year. In years past, I believe the secretary was in charge of the holiday shops. Discussion to move the book fair to February so not so close to the holiday shoppe. Ways & Means takes book fairs? Create a new PTO position - Holiday Shop, Book Fair, & Basket Coordinator?
- Conference snacks - funded by PTO last year. Jenn Meyer & Danielle Sunday offered donations. Michelle & Stacey will purchase a couple things. Teachers like seltzer!

PEP Coordinators Report-Stacey Lauter (LPC)

- November PEP meeting
 - Discussed fall parties
 - Holiday activities
 - Holiday gifts for teachers
- November Luncheon
 - Asked for parent donations to fund this luncheon- received numerous donations from parents
 - Dakota Ridinger a kindergarten parent reached out to offer to donate the entire lunch through her catering company she works for TFB
 - TFB has a program called TFB cares- flyer available
 - Catering menu- circulating
 - The funds that have already been received from parents are earmarked for the March staff appreciation meal
- Need to organize the “support” staff gift- amazon gift card again?
 - Does anyone know of connections for donations to include like we did with the chocolate last year? Danielle to check on chocolate donations with a contact.
- Questions:
 - Conference snacks

- Contacted Herr's Snacks. Use Herr's for Spring conferences, requires a month notice.
- Ways we can improve the faculty lounge - Michelle & Stacey to purchase some items for the faculty lounge.

Ways and Means Report- Danielle Sunday and Jenn Meyer

- Sneak a Peak: We kicked off the school year with an in-kind donation from Card My Yard-Lancaster (donated a Welcome Back sign) - saw many families posing with during Sneak-a-Peak.
 - Lori's Lattes also joined us for Sneak-a-Peak at LPC and had a good turnout.
- Back-to-school night (Aug 27): Suggestion for 2026 to seek a local business that will match funds donated by parents that evening to incentivize giving.
- Fall Fest (Sept. 5): Several hundred attendees joined us for a fun evening to celebrate the new school year. Changes this year included seeking donations for bottled water, snack bags and a gift card from Weis to offset the purchase of hot dogs, rolls and condiments. A family generously donated 400 empanadas that attendees enjoyed. Activities included bounce houses from BounceKraze, mobile gaming truck, face painting, chalk and temporary tattoo station. We were short volunteers and will explore having paid staff from BounceKraze to help with the bounce houses next year.
 - We sold the new 'Landisville Parent' t-shirts with good success.
 - New this year, we also sought business supporters and secured three.
- Fit Walk (Oct. 10): It was a great success! We had beautiful weather and all participants – students, teachers, staff and parents/guardians seemed to enjoy themselves. Donations and t-shirt sales were abundant leading up to and during event. Parent check-in ran smoothly and those parents who thought they had clearances on file, but we didn't have record of were able to go to the office and have their licenses scanned. We did not have enough volunteers to staff the parent check-in tables and check hand stamps. We'll also need to review the volunteer schedule to better align it with the walk times for 2026. Only a handful of adult t-shirts remain and will be put out during Holiday Shoppe and possibly VIP dances for parents to purchase.
- Current: Raise Right Gift Card Fundraiser

- Will send home fliers this week, along with weekly email reminders
 - Participants pay face value for the gift card.
- PEP Reps - please ask your PEPs to utilize Raise Right to buy gift cards for their classroom teacher gifts (and ask the PEPs to ask parents to do the same)
- Holiday Shoppe: Dec. 8 - 11 (evening hours on Dec 11)
 - Winter Sprites (aka volunteers) have been busy prepping items for the shop. We'll be setting up Nov. 24/25 at LPC and Dec. 5 at LIC.
- Urban Air Fundraiser: Feb 12 (because there is an in-service on Feb. 13)
- HP ticket sale expected in Feb, too

Programs Report – Macy Bui & Riley Hughes

- LIC: Riley Hughes
 - Thank you so much for the beginning of the year stipends, we are so appreciative!
 - We had a great time at FitWalk!
 - 4th Grade had a great time heading to the A.Herr Park! The students were able to take a tour of the farm house and the barn
 - 4th grade always just finished up their Character Pumpkins and were put on WGAL which was very exciting
 - Thank you so much for reaching out to parents for snacks for our Math Engagement Night
 - 6th grade had a great time at the Franklin Institute
 - 5th grade has their concert on Thursday, they have been working so hard!
 - Staff looks forward to Parent Teacher Conferences next week and to the upcoming lunch!

LPC: Macy Bui

- Thank you for BOY stipends
- Thanks for special breakfast to get things “Rolling”
- Thanks for 1st grade iPad adaptors
- Fit Walk was GREAT!
- Thank you for 2nd Grade Field Trip
- Thanks for ‘consideration’ of assembly related to Western Unit
- Looking forward to the upcoming luncheon

LIC Principal’s Report - Ian Daecher

- Book Fair- Thank you to Erin Willman!
- 4th Grade Walking Trip
- 4th Grade Character Pumpkin
- 6th Grade Field Trip
- Fall Harvest Parties
- Looking forward to...
 - 5th Grade Musical
 - Family Engagement Math Game Night
- Any feedback on parent-teacher conference sign-ups?

LPC Principal’s Report- Ron Swantner

- Can you believe a trimester is done already???
- We have secured professional staff members in all roles
- We continue to seek support staff members for part time consistent daily work opportunities as well as certified substitutes; anyone with clearances on file should apply to sub if you don’t have the every day time to work 5 hours daily

- Special thanks to our many volunteers who have been helping out and assisting across the building in many roles knowing how short staffed we have been with the need for support
- PTO Shout Out for our Amazing PTO Board Members who seem to show up or send out communications to everyone to help in this challenge to secure more support
- Danielle Sunday, Stacey Lauter, and Helen Roda have teamed together to facilitate the Book Fair this Fall (with the help of the many volunteers signing up daily)
- Jenn Meyer and Danielle Sunday are teaming up once again to prepare Holiday Shoppe shopping to focus on the gift of 'giving' more than receiving
- Giving Tree information in the process of being sent to families needing assistance as well as those willing to offer help/assistance
- Centegix Safety Training happening for all staff to keep safety our top priority
- Parent Teacher Conferences happening next week
- New science phenomena lessons happening regularly
- Fall stations/celebrations over the last few weeks
- Preparations for Holiday Stations and educating students about the various holidays celebrated world wide
- New shed :-) New roof :-) New HVAV unit ??? Stay tuned.....
- Thanks for the PTO's continued support and effort to provide extra opportunities through all you do, research, and put into action

President's Report- Nick Katherina

- Fit Walk was great! Thanks for all that Volunteered and attended! Great work all involved on making it happen!!
- Steve and I attended the Super PTO meeting back on 10/6. It was a nice time and an engaging meeting. We got to talk with multiple of the PTO members and hear about their successes as well as trials and tribulations they experience.
 - Additional fundraising idea: Coin wars - an easy game for students, with proceeds going to the PTO. Students can engage in a friendly

competition of adding the most coins to jars to help their classes win the race. Maybe something to look into in the future?

- Discussions were done on parent teacher conferences, resources provided for families and future dates. (March 11/12/13)
- We had a small discussion with the Hempfield Foundation, who have been pretty involved in the community and might be a good resource to consult if we want to talk about additional fund raising or community involvement ideas.
- Next SPAC meeting is on Tuesday, December 9th from 5:30 - 6:30 pm in the board room at the admin building. I will be in attendance, anyone else interested in joining?

Vice President's Report - Steve Reich

- We were able to get Sunshine Shows verbal commitment for the 5/1/26 FunFest date
- Danielle Sunday was also able to provide backup vendors, should future issues arise with Sunshine

Family Engagement

- Family Engagement Compact (Reviewed LPC/LIC Family Engagement Policy with the group)
- Family Engagement Math Game Night 11/19/25
- One Book, One School Family Engagement Night 2/25/26

Unfinished Business -

- Shed placed at LPC / Fields
- Jerry (Custodial staff at LPC) has kindly offered to make shelving for the shed. Let's get a quote. Danielle motioned to approve shelving for the shed under a certain amount. Steve seconded the motion all in favor. None opposed.

- New Business
 - Discussion: Book Fair as a PTO Fundraiser. Proposal to move to February, away from the Holiday Shoppe. Proposal to add a new position to the PTO as an Activities Coordinator for the Holiday Shoppe, Book Fair & Basket Raffle. Should this be a 2 person position?
 - Discussion: LPC Teacher's Lounge Refresh
 - 2nd grade request for funding for Native American Speaker

Molly Earhart motioned to adjourn the meeting at 8:45pm. Seconded by Manny Luciano. All approved.