

MOON AREA HIGH SCHOOL

PTO MEETING MINUTES

Thursday, September 3, 2026 at 9:00am

Conducted via [Google Meet](#)

I. **Call to Order**

The meeting was called to order, followed by the Pledge of Allegiance.

II. **Welcome and Introductions**

Devon Diaz — PTO President

Kimberlee Hopkins — PTO Secretary

Katie Kulbieda — PTO Treasurer

Casey Reinig — PTO Membership

III. **Approval of Previous Minutes**

The members approved the April 2025 meeting minutes. Kimberlee Hopkins made the motion, and Katie Kulbieda seconded it.

IV. **Treasurer's Report**

The beginning balance was reported as \$7,358.77. August activity included \$450 from the Parent Booster and the membership drive.

The treasurer's notes also recorded a balance of \$6,972.62.

The membership drive was scheduled to continue through September 12. At the time of the meeting, 81 memberships had generated \$956.71, with an additional \$25 received through PayPal and \$90 received by cash or check. Current-year membership was reported at approximately \$1,100 from 100 members.

The group discussed plans for the upcoming year. The proposed budget and expenses were expected to be similar to those for the 2025–2026 school year.

V. **New Business**

The PTO discussed membership and dues for the 2026–2027 school year.

Families were reminded that the laptop technology fee must be paid before Homecoming ticket sales. At present, payment must be made to the school by cash or check; an online payment option is expected in the future.

A reminder was provided that volunteer clearances are available through [Applitrack](#).

Homecoming ticket sales: Volunteers may be needed September 14–18, 2026.

October teacher luncheon: The date remained to be determined, and volunteers were requested.

VI. **Announcements and Upcoming Dates**

Homecoming Ticket Sales: September 14–18, 2026, if needed

Homecoming Parade: September 24, 2026

Homecoming Dance: September 26, 2026

Next PTO Meeting: Thursday, October 1, 2026

VII. **Principal's Report — Tom Misko**

The team reviewed the Homecoming parade and carnival. The parade was scheduled for Tiger Trail.

The carnival was planned for the student entrance area, where parking would be very limited.

The Homecoming football game was scheduled for September 25 at West Allegheny, and the court would be announced there.

Homecoming dance ticket sales were scheduled to begin September 14. The dance was scheduled for September 26 in the gymnasium. The school planned to send event rules to students and parents.

Moon Area High School scheduled a career fair for October 23. Students were expected to wear business or interview attire.

The administration reported that it had reviewed a social-media conduct matter related to a football game and determined that the post was not made by a Moon student.

The administration announced a beam-signing activity to dedicate the new athletic facility, with participation by students and faculty.

VIII. **College and Career Counselor's Report — Julie Sitko**

September 14 — STARS workshop: Attendees were asked to complete the 9/14/2026 attendance form.

September 14 — College visits: College visits were scheduled to begin. Students were instructed to register through Naviance and obtain a permission form from the Counseling Center.

September 29 — Virtual Financial Aid Night: The event was to be held through Microsoft Virtual Events powered by Teams.

October 1 — FAFSA: The FAFSA application period was scheduled to open.

October 7 — PACAC West Pittsburgh College Fair: The fair was scheduled at Robert Morris University from 6:00 to 7:30 p.m. Registration information was available at www.strivefair.com by selecting Pennsylvania and then "10/7/2026 — West Pittsburgh College Fair at Robert Morris University."

October 17 — PSAT: The PSAT was scheduled at Moon Area High School. Registration information was to be distributed through Focus, Teams, and school announcements.

November 3 — FAFSA Completion Workshop: Registration was expected to become available in October.

November 3 — ASVAB: Registration was expected to open in October.

Senior transcript process: Ms. Sitko planned to visit senior English classes on September 4 and September 8 to review the Moon Records Request. Students must complete that request before requesting transcripts through Naviance. Transcript release was expected to begin around September 11, after the drop/add period.

Processing timelines: School counselors send transcripts through Naviance and need two weeks to process and send them. Requests that include a counselor

recommendation letter may take longer. Teachers require at least three weeks to prepare recommendation letters.

IX. **Open Comment**

No additional comments were offered.

X. **Adjournment**

Kimberlee Hopkins moved to adjourn, Katie Kulbieda seconded the motion, and the meeting adjourned at 9:14 a.m.