

PTO Meeting Minutes

Monday, September 22, 2015 @ 7 PM

Attendees: Mr. Hammond, Mrs. Koffel, Amy Kraiza, Missy Bochanski, Kelly Tagliaferro, Alexis Knorr, Vaishali Vora, Johanna Fahringer, Patty Tripler, Kristin Simmons, Debbie Politano, Cara Runk, Elizabeth McClearn, Michelle Scullin, Steph Kelly, Angela Urso, Lauri Maxim, Kristina White

Principal Report – Kyle Hammond

It was a good opening to the school year. The school continues to grow. Back to school night clarification – the date was moved to accommodate religious plans and thanks to parents for being flexible. September 24th there will be an open forum with librarian, physical education, art teacher and others from 6-7pm.

Special requests from our principal to the parents:

- 1) **Parking Lot** - Please continue to be vigilant in the parking lot – the school will try their best to manage a large amount of parents, students and cars. Trying new dismissal process. Main priority is the safety of the children.
- 2) **Dogs & cigarettes** – there are students that are highly allergic to dogs and cigarettes. We need your help to keep the children safe. Please do not smoke on school premises. Dogs are not permitted on the school ground. There are township signs on property about this and parents could be fined \$50 for bringing an animal on school ground. Please understand that some children will require an epi pen if they are touched by your animal. Please respect these children and keep them safe.
- 3) **Clearances** – Thank you for your patience while still verifying clearances for homeroom parents. The parents that are selected have not been notified as of yet. If you have your clearances, please send in the paper copies to the office, they will get forwarded to the main office at Oakmont.

Who needs clearances? **Please continue to check the district website for all information regarding clearances. School district guidelines will be updated as clarifications from the state are received - <http://www.haverford.k12.pa.us/domain/1188>**

Under Act 153 of 2014 (Amendments to the Child Protective Services Law) effective December 31, 2014, as amended by Act 15 of 2015, the Commonwealth of Pennsylvania now mandates that volunteers in schools must obtain and submit the clearances set forth below in order to be considered for volunteer positions.

The law defines Volunteers as an “adult applying for or holding an unpaid position as a volunteer responsible for the welfare of a child or having direct volunteer contact with children.” “Direct volunteer contact” is defined “care, supervision, guidance or control of children and routine interaction with children.” And “routine interaction with children is defined as regular and repeated contact that is integral to the volunteer responsibilities. This means in part that parents of students who the school has identified

as school chaperones on school sponsored field trips or are regularly scheduled to assist in the school during school hours and/or after school at school-sponsored events, who have regular direct contact with children and/or who will be responsible for students, will need to obtain the clearances.

*Limited contact visitors or event participants that are not responsible for students, such as; attendance in an audience, participation in a celebration, incidental role at a school event, guests at parties, or auditing a class on site in a school setting, where students are supervised by professional and/or authorized school staff, will not require clearances. **We are awaiting further guidance and clarification from the Pennsylvania Department of Education and Department of Human Services and will update our guidelines if such clarification is provided.***

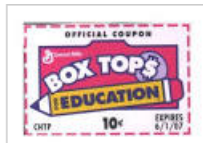
Teacher Representative – Lindsay Fuchs

Nothing new to report. Ms. Fuchs is now Mrs. Koffell (**Congratulations!**)

Old Business

EZ Fundraising – Amy Kraiza

- 1) **Target** – Target’s fundraiser “Take Charge of Education” is ending 5/14/2016. If you have a Target Red card, you can link it to Manoa Elementary – 1% of all purchases go back the school. If you have not done so, please register your Target Red card under this website: <https://www-secure.target.com/redcard/tcoe/home>
- 2) **Giant** – A+ school rewards. Please link your giant rewards card to the school and the school will receive 1% of your purchases. <http://giantfood.com/aplus/register-card/>
- 3) **Boxtops** – please send in your boxtops from food labels. The school typically gets 10cents for each boxtop. This is one of our biggest fundraisers. The PTO will try to do contests for classroom participation with prizes.



- 4) **Campbell soup labels** – We collect labels and submit for reimbursement through The Labels for Education
- 5) **Kidstuff books** – Can be purchased for \$25. Contains hundreds of coupons. Approximately \$12 is returned to PTO with each book purchase.

New Student Folders – Amy Kraiza

Folders with PTO information were given out at sneak-a-peak and also the kindergarten orientations. These folders contained events calendar, fall fair information, EZ fundraising, volunteer clearances, and PTO manager.

Rita's Night – Amy Kraiza

PTO earned approximately \$100. Feedback from parents was that they liked the West Chester pike location. Next year the PTO will try to involve the principal and teachers to find a date/time that is convenient for them.

First Day of Coffee – Amy Kraiza

This was Mr. Hammond's idea for the community. It was well received by the parents. Special thank you to Wawa on Darby Road who donated all of the coffee, supplies and creamer. PTO sent a thank you and acknowledged on the Facebook page – www.facebook.com/manoapto.hsd

Back to School Night – Amy Kraiza

Computers set up to help parents:

- 1) Register for PTO manager - <http://manoapto.ptomanager.com/>
- 2) Purchase yearbooks - <http://www.balfour.com/pennsylvania/havertown/manoa-elementary-school/>. Reminder - do not order for 5th graders, the PTO will purchase for them. All yearbooks will all be mailed to the school and distributed in school.

Dues was collected. \$10 per family pays for homeroom parties, one directory per family, activities and much more. Directory ads are still being collected, if you know of any businesses that want to advertise in the Manoa family directory, please contact Kelly Tagliaferro – Taghome@comcast.net. This year added donations and purchases for cow plop bingo.

Magnets / Spirit wear – Missy Bochanski

Spirit wear will be sold beginning of October both online and at the Fall Fair. New this year is car magnets with the new Manoa logo. A vote was taken and pending treasurer approval the PTO will buy 500 magnets with colored letters.

New Business

Movie Night – Due to unforeseen circumstances, movie night will be rescheduled

Fall Festival – Amy & Ian McClements

Please come support the school's fundraiser which will be held on school ground on **October 17th** from 10-1. Requesting each child sell at least one cow plot for \$10. The Manoa garden club will be selling mums. PTO is looking into getting a bouncy house. There will be a hay bale maze, photo booth, face painting, apple catapult and more. All of the food will be purchased through Chick-fil-A. Committee will be asking parents to donate baked goods that can be sold at a bake sale. This is a free event. Linvilla will be taking orders for pies.

Cow will come onto school grounds and make a "deposit". If that is on the square you purchased, you will win. Request every child sell 1 for \$10. You can also buy 3 for \$25. Child that sells the most squares will win a mini ipad.

Fifth Grade Fundraiser – Cara Runk

The 5th grade is running a fundraiser with Bob's Bake At Home Pizza, located in Havertown. The money raised will be donated back to the school as a gift from the 5th grade. Past gifts include a bench, Manoa mailbox and other items that benefit the school. This year's gift is still to be determined.

Parents will distribute order forms at the Halloween parade. PTO will send out weekly email reminders. There will only be a three week period to sell. If your family likes pizza, please consider purchasing one for the 5th grade fundraiser. Thank you!

Next Meeting is October 20, 2015 @ 7 PM in the Library. Meeting dates and Special event dates can be found at manoapto.org