

PTO Meeting Minutes
Tuesday, October 18, 2016 7:00pm

Meeting called to order by Amy Kraiza

In attendance: Amy Kraiza, Gina Catrambone, Betsy Berkey, Jim Berkey, Alexis Knorr, Emily Stefanski, Angela Urso, Iain McClements, George Ramoundos, Krisitin Simmons, Johanna Fahringer, Thad McCollum, Stephanie Campbell, Amy McClements, Marian Pelton

Last Meeting Minutes Approved: Betsy Berkey, approved unanimously. It was suggested to share minutes with homeroom parents.

Welcome:

Amy Kraiza – Amy played the welcome video (made in *Flipagram*) along with a Power Point presentation and a tri-fold display used to show what the PTO does to Kindergarten/new families. Check out the power point on the website:

<http://www.manoapto.org/Documents/AboutUs/AboutUs.pdf>

Officer's Report:

Amy Kraiza-

Chair Report developed by Amy K. This is to give future chairs a “recipe” for the event in the future: <http://www.manoapto.org/Documents/ChairReport.pdf> It includes a facilities work requested form. Amy encourages event chairs to create a binder for the event they chair. She showed an example done in the Haverford Middle School for the sixth grade dance. Amy also made a binder for Back-To-School-Night which includes pictures, diagrams, signup sheets/genius, and any other pertinent information.

The website has event chair email directions:

<http://www.manoapto.org/Documents/ChairEmailDirections.pdf> It seems that Chrome is the most successful search engine to use when on <http://manoapto.volunteerbuilder.com/>. All emails sent through our system have to be PTO and/or school district sponsored. It is requested that event promotions wait until the next event on the calendar is finished. Please stick to one or two emails a week. Event Chairs need to report at PTO meeting before the event where they can also solicit volunteers and promote the event. Event Chairs also need to attend the PTO meeting after the event, to report event successes and possible changes for next year.

Question: Should we do the Learning Express fundraiser - We get flyers and a hard copy flyer or a flyer shown on your phone is shown at the store at the time of purchase. Customers get 20% off and 10% of that goes to Manoa. This event

goes for a week. A week chosen by Learning Express. When we enter this partnership, Learning Express is more likely to donate toys for other Manoa events.

People can pay PTO dues through the end of the school year and get a directory. PayPal can be used to pay dues online.

<http://www.manoapto.org/Documents/GetInvolved/RegisterOrUpdate.pdf>

There are still:

Kids Stuff Books \$25

Magnets \$5

T-Shirts \$7

Fundraising:

Bring in Box-Tops <http://www.boxtops4education.com/>

Giant website link you card 1% of your purchase goes to Manoa

<http://giantfoodstores.com/aplus/register-card/>

Amazon Smile <http://smile.amazon.com/>

Shop-a-roo – take a picture of your receipt <http://www.shoparoo.com/>

Labels for Education <http://www.labelsforeducation.com/>

Angela - Facebook 306 “likes”. The PTO started using PayPal for online registration payments and a lot of people signed up because of the post. Boosting some posts. <https://www.facebook.com/pages/Manoa-Elementary-School/148904948486320>

Willy Wonka – sign up geniuses has been very successful and you can print out an order form to order tickets through a link on the Manoa Facebook page.

Committee Reports:

Yearbook- Angela Urso, Marian Pelton, Alexis Knorr – Met with yearbook representative who was very helpful. Yearbooks cost \$15 per book and 5th graders get a free one. A link to purchase a yearbook will go up on FB soon. Deadline for purchasing yearbooks TBD. An information email went out to Homeroom Photographers. There is an app for Homeroom Photographers to upload class pics from their phones. Homeroom Photographers, please download your pictures to the app and send your 5th grade pictures to Gina Catrambone for the 5th grade video.

Homeroom Parents – Alexis Knorr and Marian Pelton - If you haven't picked up your classroom money, please do! Contact Alexis Knorr. 13 Homeroom Parents need clearances, but all Halloween parties are covered with 2 volunteers. Halloween Party Volunteers, please allow for extra time for the Raptor system.

Directory/registration- Jen Brown & Steph Campbell – Collecting ads and some people haven't registered with volunteer builder so only those students' names will be in the

directories. Monday, October 24 is the cut-off to send in ads or register to be included in the directory.

Fall fair- Iain & Amy McClements – Sunday 10/16, 2-5:00. It was a blast and a beautiful day! We made an estimated \$8500 in cowplop sales; about \$2000 of these sales was bought on PayPal. \$2500 in food and activities. Chipotle donated hoagies and tomato pies. We spent \$1200 less than last year. It looks like we made about \$2000 more than last year. Monetary donations were down to \$250. We need more volunteers!

5th Grade Video – Gina Catrambone – Picture collecting has already begun as events happen. Amy K. has an idea for each grade to have a Homeroom Photographer volunteer to collect all of that grade's photos for the year and put them on a CD to be passed along each year until 5th grade. **There is a 5th Grade Video Meeting next Tuesday, October 25, at 6:30 at Starbucks**

Principal – Dr. Ramondos. – Thank you for a wonderful Fall Festival!

Manoa Report Card based on PSSA tests - <http://paschoolperformance.org/Profile/6619>

Lock down drill Wednesday, October 19. Police will be here and walk through with Dr. Ramondos.

Halloween Parade - 10:30, October 31st, classroom parties after the parade, and early dismissal at 11:50. October 28th mini parade for PM Kindergarteners. No gory or violent costumes. Please allow extra time to use the Raptor System, if you are volunteering. Raptor can pre-print IDs once you're in the system.

Haverford High School Halloween Carnival is on Thursday, October 27th from 4:30-7:00 pm for children 12 and under.

<http://www.haverford.k12.pa.us/site/default.aspx?PageType=3&DomainID=620&ModuleInstanceID=13850&ViewID=047E6BE3-6D87-4130-8424-D8E4E9ED6C2A&RenderLoc=0&FlexDataID=21297&PageID=4400>

Manoa Book Fair – November 14-18th

Dr. Ramondos will do Global Connects every week to share information.

Staff Report – Emily Stefanski - The staff thanks the PTO for communication and increased spirit. Emily offered to help encourage teachers to volunteer for events. There were several teachers who came to the Fall Fair. Some staff have registered with the PTO so they get the emails (dues are waived for staff). The teachers can also go on FB to see/sign-up for upcoming events.

4/5th grade Reading Olympics will be getting out information soon. Students involved will meet twice a month for 45 minutes after school. The meet will be March 27th and 28th.

The Geography Bee is coming up on December 16th at 9:00. All students participate in a written qualifying test. Links to study are on Sandy Turek's website.

<http://www.haverford.k12.pa.us/Domain/670>

Diaper Drive: On October 26th a bus will come to collect diapers from each school. Any size donations can be dropped off at school.

Questions and Answers:

Can homeroom parents send out emails recruiting for Girl Scouts? No.

Announcements:

Unicef: Boxes will go home with the kids for Halloween trick-or-treating

Monday, November 14 7:00 p.m. *Parenting In The Digital Age* at the Middle School sponsored by the Library <http://www.haverfordlibrary.org/news/parenting-digital-age>

VOLUNTEERS ALWAYS NEEDED AND APPRECIATED!

Next Meeting is Wednesday, November 16, 2016

Motion to adjourn was made at 8:35 p.m. and was passed unanimously.

Respectfully Submitted,

Betsy Berkey