**Manoa PTO: April 2023 Meeting Agenda**

Attendees:

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| Kim Ziedonis | Beth Cania | Eric Stahl |
| Renee Lawler | Elizabeth Bergin | Nicole Bumbaugh |
| Jeannine Crawford | Mike Bergin | Andrea Martin |
| Amanda Bammel | Kate Laepple Hertzog | Leah Hoffman |
| Betsy Pandian | Betty Yu | Elena Alma |
| Andrew Coonradt | Joe Mignone | Erin Canuso |
| Matt Lees | Kathy Mignone | Elizabeth Marshaleck |
| Melissa Carroll | Setareh Atabeigi | Mrs. Ellen Donovan |
| Stephanie Smith | Dana Bitetti | Mr. Alex Quinn |
| Heather Chickery |  |  |

* Welcome and Introductions
* Approval of Minutes: March 2023 PTO Meeting
  + 1st: Heather Chickery
  + 2nd: Renee Lawler
* Faculty Reports: Dr. Mosser and Mrs. Donovan
  + Mr. Quinn for Dr. Mosser: We’d like to welcome Brian Kelly and Dee Kessler to Manoa! Mr. Kelly is taking over for Mrs. Kulsik who retired this month. We wish her a happy retirement! Thank you to the Manoa PTO volunteers for the clubs. The kids have been very excited and really enjoying them. Field Day is coming up and this year we are going back to a full day experience for students. We will need volunteers with clearances to help make this a success. We are looking for mystery readers, help with a craft for each classroom, and any other talent you can contribute. The Science Fair is in full bloom! Mr. Feldgus and Mrs. Stefanski from our fourth-grade team are coordinating. Thank you for the garden takeover of the teachers’ lounge. We appreciate these monthly popups to build up our spirits.
  + Mrs. Donovan: The Science Fair needs volunteers as will the Music and Art Show. This is the first year that Mr. Herriot and Mr. Kleinhans are running the art and music show. The 3rd grade performance is coming back for the first time since COVID. They will need help hanging the art in the hallways and during the music show with chairs. Nicole Bumbaugh clarified that the PTO normally puts together a signup genius for volunteers. Since volunteers are there during the school day, you do need clearances on file. Mrs. Donavon continued, other than those two requests for volunteers, the teachers and staff wanted to thank the PTO for the plant seeds and garden gloves. We all love the creativity and appreciate it.
* Special Guest: Haverford Middle School Principal, **Dan Horan**
  + Thank you for inviting me tonight. First let me give you a broad overview of how we transition kids to middle school. At the middle school we are making sure we are preparing them for high school. We start looking at data for fifth graders district wide starting in December. This is to give us an idea about leveling for classes in sixth grade. We look at the data again in February and in May we meet with fifth grade teachers regarding students. We then make schedule recommendations and start to put together schedules for students for the following year. This is a process, and they are shared with parents in July. This gives us all of August for parents to reach out to us with any concerns, questions. etc. Don’t worry about what you hear from other parents about the types of classes their child is taking. Every student is different and just think about high school for minute. Whether your child takes calculus junior or senior year, they still have to take a math course senior year. If they take it junior year the only option for senior year is AP math. My two kids had different paths. One was a hard charging student took calculus junior year then had AP math her senior year. At the time this worked for her, as she got older, she wishes she had done it differently and left room in her schedule for art or something else. Each student is different so don’t worry about what you hear about who other students are doing.
  + I have been to Manoa this year so your students may recognize me. I was here for Read Across America. They will see me on Unity Day when they get a tour of the school and I talk with the kids. Once you get your students schedule you can schedule a tour for you and your student. There will be a 10–15-minute introduction in the auditorium before the tour. We are super accessible at the middle school. We give our cell phone numbers out and are available by email as well. Just be aware that if you call my cell phone on the weekend, please let that be for true emergency.
  + We are very strategic in our scheduling, but we are open to feedback. Take into consideration that we appreciate feedback and listen to concerns; we have many moving pieces to consider in the scheduling process. It’s no small task for us. At the end of each quarter, we reevaluate leveling and move kids up if they need to be. We do not move kids down a level. This does not go well for middle school students. If a student is struggling, we will provide support, but we will not move them down.
  + We emphasize that the responsibility is on the kids for communication. When I first took over as principal the transition for sixth grade was two weeks. We did that the first year and when I met with kids, they said they didn’t really need that long. We tried it again the next year and the kids had the same response. After evaluating everything we now do two days and really that’s all they need. Keep that two-day mark in your mind for any issue that they may have come up. Typically, they bounce back within two days. Obviously, this doesn’t apply to a more serious situation but typically kids bounce back or move on within two days. Academically speaking, we have seen the kids progress better than anticipated regarding COVID learning loss. Your kids are ready for this transition. I’m happy to answer any questions.
  + QUESTION 1: Elizabeth Marshaleck: Is there a more formal new parent orientation at some point? I am sure my 5th grader is more ready for this than I think he is but how will parents know what the policies are, what to expect for communication? Right now, we filter most questions through the homeroom teacher, ELA, and Math teachers but they will have multiple teachers.
    - ANSWER: There is not a formal orientation for new parents. Once you receive your students schedule you can schedule a tour for you and your student. Our back-to-school night is one of the later ones in the district which is by design. We want our students to tell you what’s going on and get them used to that responsibility. There is a transition guide which is really a student handbook on the middle school website that will have all the information needed regarding policies.
    - LINKS:
      * PowerPoint for Overview: <https://www.haverford.k12.pa.us/home-middle-school/academics/6th-grade/welcome-to-6th-grade/hms-school-overview>
      * 6th Grade Transition Handbook: <https://www.canva.com/design/DAEfhp32E5A/3VuLTU-RATTzYIw_tDcg5w/view?utm_content=DAEfhp32E5A&utm_campaign=designshare&utm_medium=link&utm_source=sharebutton>
  + QUESTION 2: Heather Chickery: Can you talk about how they are assigned to teams?
    - ANSWER: We have four teaching teams that students are placed in. The schedules vary for each student, but they stay within their assigned teaching team. Each team has an equal distribution of student levels and personality, etc. All the teams are equal which is better for the students and teachers. So, when we reevaluate at the end of each quarter, your student may move up in level within the same team, but they will stay with the same teaching team.
  + QUESTION 3: Leah Hoffman: What is the Middle School doing with growth regarding space and class size? Enrollment is growing everywhere but we’ve really grown at Manoa. Our second grade currently has six classes. Eventually, they all go to the middle school.
    - ANSWER: Class size has remained consistent for the past few years. Math and LA higher-level classes have larger class sizes than the lower level. Typically for LA, the level 1 which is grade level or above is around 25. The next level down around 22 and so on. This allows teachers the time to spend with the students that may need more attention to grasp a concept. Behavior is not a factor we consider for schedule. If the ability is there and you’ve scored well enough on your assessments but did not do your homework, we will not move your down a level. We want our kids to do their assignments and homework but if a student has the ability and scores well enough to warrant placement in high level classes, they will be. We will only level up. We do not move students down levels.
  + Since there were no other questions, Mr. Horan said to feel free to email him with any questions. He is very accessible, and the email is on the middle school website (see below). I only ask that you be patient if you email during PSSA testing. I may not be able to get you an answer right away because we are testing but I will let you know that I have received your question. Thank you for having me here tonight.
  + EMAIL ADDRESS: dhoran@haverfordsd.net
* Special Guest: Anthony DeVice, BLAST Representative:
  + Before we play the video, BLAST is the after-prom party for the Senior Prom that is fully funded by donations and volunteers. (Video shown explaining BLAST)
  + BLAST was start about 25 years ago as a place for the seniors to go after the prom. The high school is transformed based on a different, secret, theme each year. It starts at 11pm and ends at 5am. There is a casino area, moon bounces and “ax” throwing in the gym, a coffee house, a “crash” room, fortune tellers, airbrush tattoo artists, karaoke/. The intention is for the kids to stay there all night. Each room and area have chaperones.
  + There are raffles for the kids to win but they have to be there at the end of the BLAST to win the prizes and they are great prizes like big flat screen TVs. It’s a big undertaking and the high school pays for the moon bounces but everything else must be raised and donated. There is a fundraising committee of roughly three people and decorating committee. The decorations are well on their way, but we are still fundraising and need more volunteers.
  + Prom and BLAST are on 6/2. Prior to COVID there was a community walk through. This year there isn’t anything formal but if you want to walk through and check it out, you can from 8pm to 10pm on 6/2.
  + WE NEED VOLUNTEERS! Currently we have 65 volunteers and need more! We need blackjack and poker dealers, chaperones, set-up and clean up volunteers. We need all of it. You do not have to have a child at the high school to volunteer. There is a sign-up genius that Nicole will share once we have it.
  + Friday April 28 from 7pm -9pm, BLAST is hosting a fundraiser at the Yard Pub. $35 per person pre-sale and $40 at the door. There are great raffles for yoga, Iacobucci, Sweets on Darby for a graduation or communion cake, and many other businesses.
* Treasurer’s Report – Elena Alma
  + We are doing well this year. There aren’t any changes to report from the last meeting. We are projected to make well over what we anticipated this year!
* IDC update – Renee Lawler
  + At the IDC meeting we had Dan Horan there to discuss the 5th to 6th grade transition. Dan covered all of that tonight, so I don’t have anything to report. Just a reminder that Heather and I will be running the luncheon for teachers during Teacher Appreciation week. We will need volunteers for that.
* Fundraising Update – Nicole Bumbaugh for Sarah Charlton
  + Sarah could not be here tonight. There is not much to update other than to reminder every one of our upcoming Taddeo’s Fundraiser that runs May 5th – May 7th.
* Playground Update – Nicole Bumbaugh
  + The plans have been approved by the school board for our new equipment! Student Council has some ideas for further playground improvements. They would love to get rid of the mulch for a rubbery surface similar to Coopertown’s playground. The kids apparently hate the mulch. We will be talking with them about their ideas.
* Yearbook Update – Melissa Carroll
  + Yearbook sales have been going well. So well, that we had to order more books. We currently have 320 sold. Online sales will be closed at the end of the month. Thank you for all the pictures! I know I’ve had a lot of requests for pictures, but we have a great yearbook and hopefully the kids love it.
* 5th Grade Graduation Update – Heather Chickery
  + T-Shirts and glasses are in! The fifth-grade picture was taken two weeks ago. I’ve met with the teachers regarding the 5th grade picnic. The PTO has generously offered to get a DJ for the picnic. When I have a date for that I will let you know as soon as possible. Unity Day, which is for all 5th grades in the district, is June 2nd with a rain date of June 5th.
* Manoa Clubs, Session 2 – Nicole Bumbaugh for Manal Sowayan
  + Session 2 of clubs started this week. Thank you to all the volunteers! We appreciate all the suggestions and donating your time. The kids have been raving about the clubs! Matthew Lees added that both of his boys participated in the first and second sessions and have LOVED it. Thank you to everyone.

**New Business:**

* Publishing – 2nd Grade – Nicole Bumbaugh for Kiley Cappello
  + 2nd grade publishing is a little different this year where every class gets the same book. Parents are asked to purchase the book for their child. The PTO will purchase books for those children who are unable purchase one. Every child in 2nd grade will get a book.
* Variety Show – Kate Hertzog
  + Show is Friday April 28th! We have 81 students participating with 40 acts. They are working hard so please come out and see it. Thank you to Mrs. Zitkevitz and Mrs. Welsh for organizing the teachers act. Another thank you to Mr. Herriot for doing the finale with all the kids. Please come out and see it!
* Nominations – Melissa Carroll and Renee Lawlor
  + An email will be sent this week for nominations. Recognition Secretary is open since Andrea Martin has completed her term. Please look out for the google form being sent this week for all nominations. Nicole Bumbaugh and Leah Hoffman added that we had a very hard time finding someone to take on the nominations this year. Renee and Melissa graciously agreed to do it for this year. It’s a very easy, “behind the scenes” job to take on if anyone is interested in taking it over for next year. We will need a volunteer for this next year.
* Mustang Mile – Nicole Bumbaugh for Amy McClements/Erin Canuso
  + The event is Saturday, May 13th. It’s a one mile run on Furlong.
  + It is FREE to register for the run, but we have partnered with Booster.com to fundraise for this as well. Through Booster.com each child will have a fundraising page that you can share via text, email, social media, etc. We will have Tiers of prizes for different fundraising levels which fun Manoa logoed items up to some big items like electric scooters and iPads. We want this to be exciting for the kids regardless of their ability to fundraise, so we have grade level prizes and whole classes prizes. For example, the grade that raises the most might get a popsicle party or one class per grade level can win something like a dance party with Dr. Mosser or a visit from Maximus, the mustang, or a chance to throw water balloons at Mr. Quinn. We want this to be fun and get the all the kids engaged regardless of fundraising capabilities. More details to follow very soon but keep the date open!
* District Track Meet – Stephanie Smith
  + The 4th and 5th grade track teams from each elementary school have a. district wide meet on Monday May 22 (rain date is Wednesday May 24th). I talked with Mr. Davidson, and he requested that we do not supply food during the meet since last year kids were cramping and there was an issue with bees. Parents and Students are encouraged to stay to the end of the meet since that is when the winner is announced. Last year, Manoa won, and the team took a picture which was missing many kids who had left already. Students are bussed over to the middle/high school track field at 2:30pm but the races start around 4pm. It’s a ton of fun, there are bleachers for parents to sit and watch the meet. Siblings are welcome of course. Mr. Quinn said that you would need to pick up younger siblings at regular dismissal and then head over. There are opening remarks, but the kids start competing around 4pm.
* Field Day – Nicole Bumbaugh for Andrew Cappello
  + Field is a whole day even this year! We will need volunteers to make this a success. Please be on the lookout for a signup genius. There will be an assembly with the Science teachers from the high school. It’s going to be a really fun day, but we will need help!
* Field Day T-Shirts – Maggie Bieter
  + T-shirts will he grey and blue this year. We were able to get a size for every single child in the school! Thank you to Ebony, in the front office for helping us with this! Maggie Bieter is ordering and organizing all the t-shirts to be distributed the week of Field Day. The teacher will all be getting a tie-dyed t-shirt for field day as well.

**Announcements:**

* Twilight Run
  + Elementary 1 Mile: This Saturday, April 22 @ 5pm
  + Run with Dr. Mosser
    - We did not win the water ice party but we can still win the trophy for Manoa!
* Upcoming Fundraisers:
  + Taddeo’s Greenhouse: Friday, May 5 – Sunday May 7
* Next PTO Meeting: May 16 @ 7pm
  + Recognizing Volunteers
  + Dr. Mosser and Mr. Quinn
  + Faculty Rep: TBD – still open
* Starbucks Gift Card – WINNER: Joe Mignone! Congratulations and enjoy.