**October 18, 2023**

**Manoa Elementary PTO Meeting Minutes**

**Attendees:**

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| Kate Laepple Hertzog | Andrea Martin | Joe Mignone |
| Maggie Fox | Jenni Dziewit | Chris Feder |
| Maggie Esteves | Kristen Osborne | Erin Canuso |
| Nicole Bumbaugh | Elizabeth Marshaleck | Elena Alma |
| Dr. Mosser | Mr. Fulton | Mrs. Donovan |

* **Welcome and Introductions**
* **Approval of Minutes: September Meeting**
* 1st: Joe Mignone
* 2nd: Andrea Martin
* **Faculty Reports:**
* **Dr. Mosser:**
  + Thank you for the Fall Block Party! I heard so many great things and I am very sorry to have missed the goats! The students were talking about it all week. Thank you for all those that participated in the Gold Run. We could not have done it without you! We loved the sock day in the faculty room! The staff appreciates your continued support with the You Matter t-shirts purchased for staff and creating an online store specifically for You Matter items. The store is open for teachers, and we are hoping parents purchase items too. Thank you for the gifts for our custodial staff on Custodian’s Day. We also want to thank those who have volunteered for lunch and recess. It’s been going well, and we thank you. Tomorrow night we will have some special 5th grade students recognized at the school board meeting. They will also so a short clip of the Lion King Jr. production. Friday we will have an assembly and the student council officers will be elected. Each candidate will give a little speech and in between Mr. Fulton has students who will showcase their talents. We have students who will sing, play the violin, etc. Please encourage your students who are participating and those that are not, encourage them to be positive and support their classmates. The Halloween parade will be at 9am on Halloween. A quick reminder for kids to wear safe costumes. Please nothing with a lot of blood and we have a no weapons policy. At the last meeting we were trying to determine how many families we have at Manoa. I am happy to report back that we have 534 families!
* **Mr. Fulton:**
  + I have been trying to recruit students to fill in during the breaks between speeches for the assembly on Friday. I am in the process of contact parents to get permission for participation. I hope you’ve been able to check out our picture wall outside in the hallway. The kids are loving it and enjoying looking at it when they walk to and from specials. Equipment for the playground is coming in. Thank you!! I hope your kids are saying good things about lunch and recess. Please let us know if you have any concerns. Every Wednesday we have a new word of the week. Ask your students what the word is and encourage them to write it in a sentence. They can submit it to the word of the week box! Kids who submit entries get their picture taken with the word of the week belt (think WWE wrestling belt). I am currently trying to get the key to the big mailbox in the lobby so we can start using that for word of the week submissions. I am focused on fun ways to renew focus on academics. Currently, I am brainstorming ideas to encourage kids with Zearn. Similar to Book-Its from Pizza Hut when I was younger. If anyone has any ideas, please let me know. Nicole Bumbaugh added that there were some questions regarding the new set up for lunch and recess, but she has heard more positive feedback recently. Thank you for making this positive change.
  + **Mrs. Donovan:**
    - Dr. Mosser stole all my topics to talk about tonight! Thank you for the sock day! A big thank you for the You Matter shirts! The blue shirts from last year are great but it is so nice to have an extra since we try to wear these at least once a week. Thank you!
    - Nicole Bumbaugh explained that the PTO board has been “taking over” the faulty room each month with a different theme to show our appreciation for the staff. We have opened it up to members with a sign-up genius if you are interested in helping. She asked Mrs. Donovan to report back that any staff member who did not get a pair of socks to reach out to the PTO. We will be sure to get them a pair.
* **Treasurer’s Report & Budget Approval – Elena Alma**
  + Not much to update from the last meeting. We are very excited that we are almost at our membership goal! Currently we have 300 families and are just 10 away from our goal.
* **OLD Business:**
  + **Gold Run,** October 2 **–** Nicole Bumbaugh
    - The run was on the rain date of 10/2. Thank you to the volunteers that came out and helped. The school has never done this before, so we didn’t know what to expect but it turned out great. The kids seemed to have a great time. We had a representative from Alex’s Lemonade Stand, a new Manoa parent, who spoke to most of the grade levels before the run. We raised $732 for Alex’s Lemonade Stand! Thank you!
  + **Fall Block Party,** October 14 **-** Leah Hoffman/Elizabeth Marshaleck
    - Leah: We don’t know the numbers yet because it was just this weekend but hope your children had a great time. Thank you to all the volunteers who stepped up to help make this event great. Thank you to Maggie Fox for getting all the high school kids who need volunteer hours to help. Honestly, without them we would not be able to hold this event since we didn’t have enough parent volunteers. The pumpkin contest entries were great! We have some talented kids. The Petting Zoo was AWESOME! I spent a good amount of time in there with the goats. The kids seemed to love it too. Thank you, Elizabeth, and everyone else who helped. Please let us know if you have any questions or concerns. We appreciate any feedback.
* **Updates:**
  + **Fundraising –** Nicole Bumbaugh forSarah Charlton
    - 10/25 Panera Bread fundraiser from 4-8pm. We get 20% of all sales.
      * Order online for store pick up with a promo code or dine in.
    - November 7, Urban Air 4-8pm
      * 24.99 for an all-access pass. Kids have off the following day.
    - December’s is in the works and will be at PJ Whelihans.
  + **Spirit Wear –** Leah Hoffman forLiz Meischeid
    - You should receive notification on 10/19 from Hockeytown regarding your order. Please reach out to Liz with any issues.
  + **IDC –** Kate Hertzog and Nicole Stahl
    - **Nicole Stahl and I are the Manoa reps for the IDC, intra-**district council. A representative from each school’s PTO and Dr. Reusche meets each month to discuss district wide topics. Our first meeting is Monday so I will have more to report on the next meeting. Topics discussed at the August meeting were Threat Assessment and Vaping. This month will be discussing the middle school health curriculum and the 5th grade hospital visit. If you have a specific concern the proper channel would be to first contact your building principal and then follow up the chain of command. This is district level concerns and not specific building/student issues.
* **Calendar of Events – Nicole Bumbaugh**
  + **Trunk or Treat –** Andrea Martin
    - October 29th in the playground.
    - The sign-up genius went out this week and so far, we have 12 out of 28 trunks. We are also asking for candy and trinket donations to hand out to the kids. I will be bringing in the Monster collection box for donated items, this will be in the front office for your kids to drop off. I plan to contact Mrs. Nichols daily to check in about picking up donations.
  + **Book Fair –** November 10-17, Kristen Osborne
    - **Family Shopping Night:** Wednesday, November 15
    - Maggie Fox and Maggie Esteves are my co-chairs. Book Fair will be from Friday 11/10-11-17. We will need volunteers for Family Shopping night as well as students’ library times. Those coming during school hours will need clearances on file.
    - We are looking into E-Wallets for teachers instead of the wish list items. It’s just an idea because we are looking to simplify the process. They still plan to make labels for teachers with students’ names for any books purchased with money donated to their e-wallet. Any teacher feedback and thoughts would be great. Mrs. Donovan said that she would ask with the faculty. She also asked if the e-wallet money would be transferable to the monthly sales account that she and other teachers already have set up. Maggie Esteves was going to investigate this and get back to her with more details.
    - The bookfair is open online for one week after the in-person shopping closes.
  + **Young Writer’s Day,** December 1 - Jenni Dziewit
    - Young writer’s Day is when we have professional writers come into each classroom for an activity and presentation on their profession. Each class typically has 2 writers and then there is an assembly. We have songwriters, sports writers, authors, magazine writers. Our 5th graders serve as ambassadors and help the writers get around the school. The PTO pays for this each but each student in the school gets to participate. AM and PM Kindergarteners either get a writer in the classroom or get the assembly with the writers depending on the schedule. Mrs. Donovan added that from the teachers’ perspective they love this day! It’s a great day and the kids get to make the connection from what they are learning to a profession. They see there are many different writing professions and it’s great for them. Lunch has been typically provided via donations, but we are revisiting how we will handle lunch this year. If we need any donations, there will be a sign-up genius.
  + **Winterfest,** December 2nd **–** Nicole Bumbaugh for Mandy Gunlefinger
    - We have 42 vendors already signed up. There will be music from the Manoa Chorus, 7th Heaven Middle School group, the Jazz Band and more. Mandy has a caricature artist lined up for the kids. There is plenty for the kids to do while the parents shop the vendor booths. We are brainstorming ideas on where to place our performers. We do not want to take away from the vendors either. Someone suggested moving the kids shop to the library and having the performers in that portion of the cafeteria.
  + **Quizzo Night,** January 19th - Erin Canuso
    - We are currently working on a location. This will be an adult only event similar to Bag Bingo last year. With Quizzo we are hoping to get more parents out since the Bag Bingo was primarily women.

**Announcements**:

* **PTO Sponsored Assembly:** Chinese Acrobats – Monday, October 30th.
* **School Board Meeting**: Tomorrow night, October 19 @ 7:30pm
  + Dr. Mosser and Mr. Fulton will be in attendance with the 5th grade student council nominations who will discuss things they love about Manoa.
* **Next PTO Meeting**: Wednesday November 8 @ 7pm
  + Dr. Mosser, Mr. Fulton and Mrs. Cirillo