**September 27,2023**

**Manoa Elementary PTO Meeting Minutes**

**Attendees:**

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| Kate Laepple Hertzog | Tracey Serafin | Melissa Carroll |
| Maggie Fox | Erin Sarson | Jamie Carroll |
| Nicole Stahl | Gianna Gallagher | Csarah Charlton |
| Tori Jones | Christina Gormley | Jenni Dziewit |
| Mandy Ginlefinger | Jessica Lazzaro | Joe Mignone |
| Lorie DiPaul | Leah Wright | Maggie Esteves |
| Rich Migliore | Erin Canuso | Elena Alma |
| Amanda Milz | Nicole Bumbaugh | Elizabeth Marshaleck |
| Kristen Osborne | Dr. Mosser | Mr. Fulton |

* **Welcome and Introductions**
* **Approval of Minutes: May Meeting**
* 1st: Kate Laepple Hertzog
* 2nd: Tracey Serafin
* **Faculty Reports:**
* **Mr. Fulton:**
  + Talked about the lunch and recess process changes this year. It’s been a few weeks and things are getting lined up. We have assigned seating in cafeteria for 3rd, 4th, 5th grades. Kids like the extra time that they have for recess. Some kids don’t like not getting to sit next to their friends and they advocate for themselves, which I love. I appreciate that they voice their concerns and are learning how to be their own advocate. This new process is all part of deescalating steps to get back to education. Ask your students about the word of week!
* **Dr. Mosser:**
  + Thank you so much for the gift cards for staff. Thank you for noticing that they are spending their own money on their classrooms. We really appreciate it. I want to give a huge thank you to Kate Mummey for her help with the cafeteria video and the students who participated. This new set up is giving kids the autonomy and responsibility by making choices. Kids are getting outside faster. They love the playground equipment! We appreciate your patience with the cafeteria changes. 10/3 is picture day, we going to do them outside if we can. Halloween Parties are coming up on 10/31. Please stick to the Safe Food List for all class at the parties. If you have been following the school board meetings, you may be aware that breakfast is coming to all elementary schools. This is available for all students. It will be grab-n-go style. Some logistics still need to be ironed out, but it is coming soon! We are excited for all the wonderful activities you all have planned for the fall.
* **Ms. Gallagher:**
  + This is my first PTO meeting. Thank you to the PTO for all your support. Thank you for the Amazon gift cards. We do spend a lot of our own money on our classroom, and we appreciate the gift cards. We look forward to the faculty room takeovers. Thank you for the one this month, especially that boost of coffee. That you to the parents for Back to School Night and everything you do for us. Nicole Bumbaugh explained to group that the Children’s Resource Fund. Has been in place for years but we previously asked teachers to submit receipts. We wanted to make the process easier since we all know they spend out of pocket for their classrooms. Also, the faculty room take overs, if anyone is interested, we will send out a sign-up genius. It’s once a month we pick a theme and leave treats and decorate the faculty lounge.
* **Treasurer’s Report & Budget Approval – Elena Alma**
  + Elena reviewed the budget and stated that there were not too many changes. We did add an item for Mustangs Around the World which is a new event this year.
    - Approval:
      * 1st: Mandy Gunlefinger
      * 2nd: Jenni Dziewit
* **OLD Business:**
* **Sneak-A-Peek/Kindergarten Orientation** – Nicole Bumbaugh
  + We had great turnout again. 400 Kona Ice cups were served that day. We are hoping families got to come and meet their teachers. It seems to have gone smoother this year. Special thank you to Kristen Osborne who took on gathering dismissal plans for incoming kindergarteners!
* **Kindergarten Meet Up** – Elena Archer
  + It was a nice night. Maximus came and kids were able to get a picture with him. Many parents paid their dues and purchased spirit wear. We hope meeting other kindergarteners, calmed some nerves by having a familiar face on the first day.
* **New Business:** 
  + **Playground Project –** Nicole Bumbaugh
    - The kids love the new playground equipment. I meet with student council and the next thing on their list that the school voted they would love is a Gaga Pit with rubber flooring. It is not as expensive as the equipment purchased last year. It’s nice to have a focus and goal for fundraising. I am confident we can raise the money needed this year.
  + **Directory/Membership–** Tracey Serafin/Elena Alma
    - We’ve had a huge influx of kindergarten families sign up. We are currently at 270 families with dues paid and we are only three weeks into the year. This is more than we were at last year at this point.
  + **Fundraising –** Sarah Charlton
    - 10/25 is our first monthly fundraiser at Panera Bread. Order online or in the store. November will be Urban Air discounted tickets.
  + **Spirit Wear –** Nicole Bumbaugh forLiz Meischeid
    - Liz will have some new stuff for the Fall Block Party. Our current sale is closed and will be ready for pickup in two weeks.
  + **Assemblies –** Lori DiPaul
    - 10/30 will be our first assembly. It is Lulu the acrobat. She is great and has been to the school where I work. The kids loved it. In the spring I am looking at an interactive storyteller. They do a social studies lesson whiling acting in character. I organize these for my school as well and they are both great. Anyone has any suggestions, let me know.
  + **Kindergarten Music** – Elizabeth Marshaleck
    - This was a loved pre-COVID program. We brought it back minimally last year and are happy to be able to do this for each month of the school year this time around. A former Manoa parent owns Play-in-Time Productions which do music classes for kids. The kindergarteners don’t get specials or anything else during the school day. The kids and teachers love it, so we are happy it’s back!
* **Calendar of Events – Nicole Bumbaugh**
  + **Gold Run –** Nicole Bumbaugh
    - September 29
    - Fun run for students to raise awareness for childhood cancer. A Manoa parent is an Alex’s lemonade stand rep and will be there to talk to the kids before each run. Rain Date will be Monday 10/1
  + **Fall Block Party –** Elizabeth Marshaleck for Leah Hoffman
    - The cow has sadly been retired. However, we are bringing in ducks! Not live one because Maximus will be. Fishing for a winning duck! You have more opportunities to win and can win up to $600. We will have Maximus ‘fish” for a duck 3x during the event with the last one winning the most money. $10 per duck gets your duck in every drawing. So, buy your ducks! We will have grade level raffle baskets, games, and fun prizes for the kids. It’s always a great time.
  + **Trunk or Treat –** Nicole Bumbaugh for Andrea Martin
    - October 29th in the playground. We are looking to have 28 trunks that day. Prizes are awarded for the scariest trunk, best overall and funniest trunk. We will be collecting candy and trinket donation in the office leading up to the event.
  + **Winter Events – Mandy Gunlefinger**
    - December 2nd
    - We’ve already started to plan. Our vendor sign-up form will be released this week. There is plenty of room to help! The committee will meet very soon.
* **Book Fair – Kristen Osborne**
  + November 13-17
    - Family Shopping Night: Wednesday, November 15
    - November 9th the teachers will have their preview day here they can come down and tour the book fair. This is when they create their classroom book lists for people to purchase if they chose. All proceeds from the bookfair go directly to the faculty and the library. This is not a fundraiser for the PTO, it directly for the school. We do need volunteers to help during their child’s library time. We have budgeted for the Autistic Support class can shop and the PTO will pay for a book. This is a great experience for them.
* **Book Fair – Kristen Osborne – Nicole Bumbaugh and Jenni Dziewit**
  + December 1st
  + **Chairs:** Stephanie Murray and 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. Published writers will have their books on display. Due to their schedule, AM Kindergarten gets a writer and PM kindergarten goes to the assembly in the afternoon. We ask for donations so that we can provide lunch for the writers and volunteers.

**Announcements**:

* Next PTO Meeting: Wednesday October 18 @ 7pm
  + Dr. Mosser, Mr. Fulton and Mrs. Donovan