**Wednesday, October 23, 2024**

**Manoa Elementary PTO Meeting Minutes**

**In Attendance**

| Mandy Gunlefinger | MaryAlice Hartsock | Jenni Dziewit | Maggie Esteves |
| --- | --- | --- | --- |
| Beth Huffman | Josh Fields | Joe Mignone | Courtney Liptock |
| Lindsay Koffel | Allison Shah | Kristen Osborne | Erin Canuso |
| Elizabeth Marshaleck | Katie Mummey | Kevin Moran | Maggie Fox |
| Dr. Adelizzi | Mr. Fulton | Miss Gares |  |

**Faculty Updates**

**Dr. Adelizzi:**

* The kIds had fun at fall fest, thank you! It was a well run event.
* We will hold student council elections the first week in November. Some students will be performing during the speeches.
* 50 kids volunteered to do Mustang studios
* The Halloween parade and class parties are coming up. Afternoon kindergarten will have their parade and party 10/30, everyone else will be on 10/31. The parade starts at 9:15. The parade route will be the same as last year, going around the front of the school from the kindergarten side to the cafeteria. The back drive will be 100% closed off. Reminder that there will be no food at parties.
* Picture retakes will be 11/6
* We need parent help at lunch and recess. You do not need any formal certification, but clearances are required. Please do not bring younger siblings. The PTO will create a signup genius for those interested in helping.

**Mr. Fulton**

* We have had a handful of students from second, third, fourth, and fifth grades interviewing during recess to perform talents during the Student Council candidate speeches. We have seen dancing, reading of original poems, singing throwback songs, breakdancing, and jump roping and hula hoops. We plan to get as many involved as possible, and an eclectic mix of acts were chosen. This is a use of positive reinforcement to showcase talent.
* Courtney Liptock gave feedback- her son wanted to try out to perform but wasn’t sure how. Dr. Adelizzi suggested any parents with concerns or questions from kids can email her or Mr. Fulton.
* Performances can be videoed for parents

**Miss Gares**:

* Thank you so much for the Amazon gift cards to support our classrooms. National Color Day was very exciting. These things really do brighten our day. Thank you in advance for Halloween Parties. It’s always nice to have the excitement for the kids.

*Elizabeth Marshaleck presented a Manoa Blanket to Miss Gares for attending meeting*

**Motion to approve September PTO minutes**

* Elizabeth Marshaleck
* Second Mandy Gunelfinger

**Treasurer's Report:** Kevin Moran

* 235 families have paid dues. Please feel free to contribute if you have not paid yet.
* We have about 545 families at Manoa
* The Fall Block Party brought us about $1800-2000
* Winterfest so far has brought in $2700
* Motion to increase Young Writers Day budget to $4000 which was initially allotted for $3500. The increased budget is to provide a staff and writer luncheon.
  + Motion to approve: Joe Mignone
  + Second: Maggie Esteves
* Student council will guide us with a new fundraising campaign once elected. In the past, we fundraised for a gaga pit and new climbing structure. It does not have to be playground related.
* Please let us know of any prospective business sponsorships

**Parent Volunteers for Art:** Kristen Osborne

* We will be asking for parent volunteers to come in and volunteer for Art. Volunteers will be an extra set of hands for the art teacher, or will be helping to hang art in the hallways. We will ask that volunteers devote half a day, not just during their child’s art class. A signup genius will be sent out to organize volunteer shifts. Clearances are required.

**Fall Block Party:**

* *Allison Shah & Lindsay Koffel:* Thank you all for your help and donations. It went well, and the kids had fun. We now know a lot more for next year. Everything went well with the pumpkin launch. This is the money maker; we are hoping now that people have seen it, they will get even more excited for next year. It was so nice to see kids and parents get involved with the pumpkin decorating, they were amazing. Pictures can be seen in the newsletter.
* *Kristen Osborne:* Lindsay and Allison jumped in 3-4 weeks before and pulled it off flawlessly. It was a perfect day. There was the perfect amount of food. Games, petting zoo, obstacle course- everything was great. The craft was incredible. Everyone stepped up, Elizabeth hand glued tons of crafts, all of you showed up to help. We are still in the process of allocating prizes, please give us grace. We are excited for our winners to get gift cards and prizes and payouts
* *Mandy Gunlefinger*: I loved the recap in the newsletter going over who won what during the Fall Block Party

*Elizabeth Marshaleck presented Manoa blankets to Allison Shah and Lindsay Koffel*

**Spiritwear:** Kristen Osborne for Liz Meischeid

* We have orders coming in from our initial spirit wear sale. Liz will bring the orders to her house and will reach out once they are ready to be picked up.

**Faculty Appreciation:**

* *Elizabeth Marshaleck:* Our monthly takeovers are continuing. We just did color day. We are trying to be considerate of the fact that teachers may not have the opportunity in the morning to visit the faculty lounge, so Kristen came in and distributed bags.
* *Miss Gares:* I was so excited, but it’s a lot of work to individually wrap it.
* *Kristen Osborne:* We want the whole staff to know we appreciate them. We want to reach everyone. We won’t always be able to do it, but we try our best.

**Disney on Ice:** Kristen Osborne

* A chairperson is still needed. Please let us know by the end of tonight if you are interested

**Fundraising:** Kristen Osborne for Sarah Charlton

* The Panera Fundraiser 10/23 was successful, a lot of people were there. It was fun to get together for dinner.
* The next fundraiser will be Monday 11/4 at Urban Air from 4:00-8:00pm. It will be $25.99 a person with 20% going to Manoa PTO. We have no school the next day

**Trunk or treat Sunday 10/27:** Kristen Osborne

* We have 12 cars participating so far and have space for 25. If you want to enter your car, don’t get overwhelmed, keep it simple!
* We are continuing to collect candy and trinkets through the week. Extra candy will be given to Mr. Robarge for the play.

**Halloween Parties**: Kristen Osborne

* Every class will have a homeroom parent lead, a parent helper and a photographer during the party
* If you are coming in for the party, please remember your roles. Reminder there is to be no food. You are representing Manoa PTO. Have fun!

**Book Fair:** Maggie Esteves

* The book fair will be held November 18-22. We still have a month of planning to go.
* Starting Friday, you will start getting emails for scholastic to set up your e-wallet. After the fair ends, the money left in the e-wallet will go to a gift card. The gift card can then be put into a new e-wallet next year.
* Our theme is going to be “Olympics! Read for the gold!”
* We will have a game during each visit to the book fair. The kids will not only be getting books, but will be having fun and celebrating a great event for school.
* We desperately need parent volunteers to help throughout the book fair. You do need clearances!

**Winterfest:** Mandy Gunlefinger

* We have 56 vendors currently, and can only take 4 more because we don’t have room!
* The balloon twister and caricaturist are coming back.
* We could use another person for a small roll to help get donations. We rely on donations from places like Costco, Acme, etc. These items are used for supplies.
* Volunteers will be needed day of to help the event run smoothly.
* It will be Sunday, December 8, 10:00-1:00 pm.

**IDC:** Joe Mignone and Jenny Dziewit

* We met this past Monday for a casual meeting to discuss topics.
* We had 13 responses for possible topics to discuss: anxiety; a couple for technology including Zearn support and parents not being able to review work after students submitted; IEP advocacy; diversity, including more school holidays that aren't typically included; and having an optional class segregated by sex.
* There was a question on how data on race was collected. We believe that it is collected on Kindergarten enrollment data forms. We looked back in powerschool but could not find the form that collected data on race. Currently, there is not a way to select more than one race to represent you in the survey.
* These are all topics we will present to Dr. Reusche and then will be discussed at a district level and discussed with other schools. Dr. Reusche is able to answer some questions quickly while others may become topics for future meeting discussions.
* IDC heads will get everything together, and once we have monthly topics for discussion, we will reach out to see if anyone has concerns related to that topic.
* IDC is a great place to get your voice heard, get answers, and be represented by Manoa. When we send the surveys, please respond and spread the word!

**Parent Advocacy Committee:** Kristen Osborne

* Beth Huffman will be asking parents what we can do better and what issues we can focus on. We will provide Manoa families with presentations or speakers on different matters based on this feedback. Take advantage of this so we can be your voices. Thank you Beth!

**Young Writers Day:** Jenny Dziewit & MaryAlice Hartsock

* We will be sending information to teachers explaining Young Writer’s Day.
* There will be a signup genius asking families to provide food for lunch for the writers and guests. Manoa has a reputation for having a great lunch and we want to continue it. We have a lot of people to feed- writers, staff, and teachers. We really appreciate your donations! Look for that signup in the next week.
* We will be reaching out to 4th and 5th grade teachers to get student volunteers to be escorts for the writers. These students will help show our guests to their classrooms.
* There will be a post event survey. The google doc from last year got 6 responses. What is the best method to use to survey the teachers? We need feedback to see what speakers were not as engaging so we could provide feedback or go a different direction in the future. What kind of format would be easiest for teachers?
  + *Miss Gares:* I would suggest a google form with short drop down questions. I will help get the google form out!
* We will have two assemblies and split the school, AM kindergarten will have an author and PM kindergarten will have the assembly

**Manoa Read Aloud Wish List:** Kristen Osborne and Dr. Adelizzi

* We will have a collection of books for teachers to pull from on different topics and issues. I sent out a list on Wednesday requesting books, and we are already getting donations. It is overwhelming how supportive families are. Each book will be labeled with the donor family’s name and placed in a library in the main office.
* This is a general list for teachers to pull from. It is an opportunity for kids to learn about social things through reading. For example, if a class is expecting a new student, a teacher could pull a book about a class getting a new student to help prepare the kids.
* Dr. Adelizzi has been adding to the list as she reads books.

*Raffle- MaryAlice Hartsock won a gift card for attending the meeting*