

May 2019 Lyter PTO Meeting Minutes

May 16, 2019

Board and Co-Chair Attendance: Ellen Dunkleberger, Katie Farley, Meghan Maeulen, Jessica Clayton, Stephanie Pickering, Rebecca Alexander, Misty Emick, Bobbi-jo Lundy, Connie Dawes

Guests/Parents Attendance: None

Principal: Darrin Feerrar

2019 - 2020 Elections (M. Emick)

- Nominated and voted in favor of having the following positions remain the same for the 2019-2020 school year:
 - President - Misty Emick
 - Vice President - Walk-A-Thon Coordinator - Meghan Maeulen
 - Treasurer - Katie Farley
 - Assistant Treasurer - Jessica Clayton
 - Classroom Activities Coordinator - Stephanie Pickering
 - Communications Coordinator - Bobbi-jo Lundy
 - Yearbook Coordinator - Katie Garber
- Nominated and voted in favor of the current board members to assume the following positions Effective June 1, 2019:
 - Fundraising Coordinator - Ellen Dunkleberger
 - Spring Fling Coordinator - Rebecca Alexander
- Remaining open board positions for the 2019 - 2020 school year:
 - Recording Secretary
 - Assistant Fundraising Coordinator
 - Special Events Coordinator
 - Beautification Coordinator

Principal Report (D. Feerrar)

- Upcoming Events
 - 4th Grade Spring Concert to be moved due to President Trump's visit
- Classroom assignment letters to be sent home in early August
- Open House - planned for Tuesday (Aug. 20) or Wednesday (Aug 21) before the start of school. First Day of school - Monday, August 26, 2019.
- Over the summer will work on event schedules (Walk-A-Thon, Fire Prevention, etc.)
- Hiring new administrator - principal/assistant principal. The school assignment will be determined by the best candidate and the best suited position

- Spring Fling Feedback - Food truck decision seemed to go over well, Loyalsock Valley is open to participating again. We may try to get together at the beginning of the school year to brainstorm ideas and activities for the upcoming school year.

End of the Year Picnic

- Discussed the End of the Year picnic to be held on Monday, June 3rd. Misty to compare purchasing the supplies ourselves vs. purchasing them through the cafeteria.
 - The cafeteria did a great job with the teacher's breakfast
 - Stephanie cautioned against cafeteria hotdogs.
- Misty to talk to Darrin about freeing up the teachers to be able to attend the picnic with their students.
- For volunteers to staff the picnic, will send out a sign-up genius.
- Discussed having a PTO picnic for the open house/meet the teacher night. It is being considered
- Discussed extra chips/snacks - plan to have them out to the teachers to distribute them as they see fit

Administrative Business (M. Emick)

- Approved April 2019 meeting minutes
- Discussed and approved the April 2019 Financial Report
 - Anticipate having a budget surplus at the end of the year which can be planned to be spent during the 2019-2020 school year

Spring Fling (M. Emick)

- Discussed suggested Key Club volunteer improvements for next year. We had too many students in the first shift, but not enough for the second.
- Suggested improvement for the Chip/Snack stand is to have a separate container for the very limited amount of cash/change that may be used to purchase the items
- Stephanie counted 3549 basket raffle tickets, making the profit from the basket raffle efforts \$1774.50. Having tickets on sale inside at the basket raffle location was worth the additional overhead of having two ticket sale locations.
- Discussed some ticket counter issues:
 - Some families believed they purchased pre-sale tickets, but PTO did not have a record of the purchase. Will be better prepared for this scenario next year
 - A student in Mrs. Ayer's class didn't make it to spring, Misty to put together a Spring Fling goody bag for the student who didn't make it.
- Thank you gift cards will be given to Security and Custodians who donated their time to the event
- Remaining Trifecta gift card to be given to retiring staff member
- Thank you cards to be sent to Spring Fling volunteers who assisted with the setup

Newsletter

- Discussed the newsletter. Rebecca to finish it and have it approved and sent out next week.

Committee Reports

- Walk-A-Thon - Misty to check on the banner status
- Classroom Activities - 3886 Box Tops counted and sent in. 4th grade is owed chips
- Yearbook - Yearbook ordered. Yearbooks will not be withheld from students
- Beautification - Flowers planted!
- Special Events - End of the Year Picnic already discussed
- Miscellaneous
 - For the 3-6-9 Fundraiser
 - The police station, fire station, and mayor's office tour to be held either May 30th or 31st.
 - Darrin getting Misty a date for the movie night
 - Mr. Cillo completed his "Mr. Cillo's Assistant" day, Mrs. Kukuchka's Day is scheduled for next Friday
 - Ellen to write thank yous to Mr. Cillo and Mrs. Kukuchka.
 - End of the year PTO picnic on June 13th to be held at Rebecca Alexander's house instead of Indian Park this year.
 - Discussed hosting grade level summer play dates over the summer. Misty to talk to Darrin about feasibility.

Meeting adjourned at 7:47 pm

Upcoming Meetings

6/13/19 - PTO End of the Year Picnic - Time: TBD - Rebecca Alexander's house

Respectfully Submitted By:

Ellen Dunkleberger, Recording Secretary