

Kernsville PTO Meeting
May 10, 2022
7:00 p.m.

AGENDA

Attendance: Jen MacMurray, Elizabeth Wilson, Jonida Cote, Kerry Deoliveira, Chantel Benes, Mr. G

Old Business

Approval of minutes

- Jen moved to approved
- Elizabeth seconded

Staff Appreciation Week (5/2/2022 – 5/6/2022) – Jess Komlos, Sejal Rai, Kara Vasilakos

- Monday - Dunkin' donated
- Tuesday - meal provided by Parkland School District
- Wednesday - picnic style lunch from Primo Subs
 - Approximately \$540 dollars donated from parents
 - Elias family donated two fruit trays
 - Decorations raffled off
- Thursday – Rita's Italian Ice
- Friday – planners placed in mailboxes
- Received two thank you cards from the 2nd grade team and Mrs. Marzano
- Mr. G thanked the PTO on behalf of the Kernsville Staff

Gift to the school – Faith Ryan (Jen MacMurray provided summary using Faith's notes)

- 26 die cuts purchased from remaining PTO budget to replace existing die cut shapes that were in poor condition (Faith has list of purchased items)
- Die cuts delivered to school and in the copy room
- Suggestion for next year gift – replacement of number and letter die cuts if there are no other requests from the school
- Mr G. reported that the school bought containers with slots for storage to maintain the new die cuts

New Business

Treasurer's report – Jen MacMurray

- See attached
- Unexpected check for Box Tops received in the amount of \$29.90
- Still awaiting receipts from Staff Appreciation Week
- Pencils and stickers purchased for birthday table
- A few teacher grants were paid
- Mad Science of the Lehigh Valley assembly on Friday, 5/13 – 2 shows, \$900 total

Volunteer auditors needed – Jen MacMurray

- 2 volunteer auditors needed – fiscal year ends 6/30/2022
 - Angie Beidleman has volunteered
 - Still need one more volunteer

Assembly – Jen MacMurray

- Mad Science of the Lehigh Valley assembly on Friday, 5/13/2022 – 2 shows, \$900 total

Kindergarten orientation (5/12/2022) – Faith Ryan (Jen MacMurray provided summary using Faith's notes)

- Faith to present a brief 3-to-4-minute speech to incoming Kindergarten families describing the PTO organization and the services provided
- Flyers given to Mrs. Bronzo to include in materials given to parents (includes PTO website, emails, and volunteer clearance info)
- Request support and new volunteers for next school year (2022 – 2023)

5th grade field trip (5/12/2022) and graduation update – Faith Ryan (Jen MacMurray provided summary using Faith's notes)

- 5th graders to visit Wehr Dam on 5/12/2022 for field trip
 - Food and volunteers organized for event
 - Receipts for supplies for STEM activities will sent to Jen from staff for reimbursement
- 5th grade bags are in and stuffed coyotes are in bags
- Molly and committee working on décor for the grad party
 - Theme is 'Our Future is So Bright Gotta Wear Shades'
 - After party details arranged
- 5th grade bulletin board put up end of last week – very colorful and looks great

Book Fair (5/13/2022 - 5/20/2022) – Elizabeth Wilson, Ashley Bender, Kristen Toll, Stephanie Miller

- Delivery date - 5/11/2022, set-up date – 5/13/2022 at 3:30 p.m., pick-up week of 5/23/2022
- Book fair open during Family Fun Day (Saturday, 5/14/2022) from 10 a.m. to 1 p.m., teacher and staff volunteers to man library and operate cash registers
- Book fair open during school week (Monday, 5/16/2022 – Friday, 5/20/2022), PTO volunteers
- Buy one, get one (BOGO) fair, re-orders by category only, school supplies inventory is low in Scholastic warehouses so we don't expect to receive much of that for sale
- Flyers were assembled and sent home with students on Monday, 5/9/2022

Family Fun Day (5/14/2022) – Elizabeth Wilson, Lauren Moffat, Jonida Cote

- Set-up to begin for committee members at 8:30 a.m.; event to run 10 a.m. to 1 p.m. (indoors)
- Security has been requested and is scheduled to be present - stationed outside and in the hallways
- PTO requested that Mrs. Bronzo send out separate email about Family Fun Day the day before the event – approved by Mr. G
- Request for tables, chairs, and dry erase board has been sent to Mr. Smith & Mr. Oplinger with location for set-up
- The following entertainment has been booked and assigned a location:
 - Tootsee the Balloon Clown – aux cafeteria
 - Jungle Dave Magic Show – gym near stage
 - Christmas City Photo Booth – hallway next to cafeteria
 - Bouncy obstacle course - back of gym
 - Request for gym equipment has been sent to Ms. Salvaterra – set up in gym
 - Games and prizes – at tables blocking off hallways
 - Basket raffles – in front of office (about 30 baskets expected)
- Food, snacks and drinks to be set-up in the cafeteria - \$1 for all food/drinks/snacks except slice of pizza is \$2
- Ice pops from existing PTO inventory to be handed out complimentary
- Lauren to keep track of volunteers, Jonida to stay with Jungle Dave while he's on-site
- Hoping for a good turnout but not sure what to expect as timing of event is different than prior years

Board Officer Openings – Faith Ryan (Jen MacMurray provided summary using Faith's notes)

- Took nominations
 - President – open
 - Treasurer – Elizabeth Wilson
 - VP Fundraising – Kerry Deoliveira
 - VP Communications – Jess Komlos
 - VP Assemblies – open
- Vote to approve at next meeting (5/31/2022 @ 9:00 a.m.)

Review of chairpersons for 2022 – 2023 school year – Faith Ryan (Jen MacMurray provided summary using Faith's notes)

- Need chairperson for 5th grade events
 - Question raised asking if an email can be sent to 4th grade parents to request a chairperson
 - Per Mr. G., before an email goes out, the PTO should decide how a decision will be made among potential volunteers
- Faith sent out volunteer list to existing chairpersons – hasn't heard back from everyone yet
- Chairperson needed for 'Night on the Circle' - this is an immediate need because the event is early September and needs to be planned in summer

Discussion and approval of next year's fundraisers - Faith Ryan (Jen MacMurray provided summary using Faith's notes)

- Recommendation to do more fundraisers next year
- PTO didn't do as many fundraisers as we have in the past but that may change going forward to cover more costs
- Previous years fundraisers have included Wawa coupons, flower sales, original artwork sales, a walk-a-thon
- Discussion of ideas during next meeting (5/31/2022) – calendar dates to be provided to Mrs. Bronzo by beginning of June 2022

Final PTO meeting

- Final PTO meeting for the 2021 – 2022 school year will be held on 5/31/2022 @ 9 a.m.
- 5th grade parent volunteers (whose last child is in 5th grade) to be invited for a light snack and gift for their service
- Vote to approve nominated board members for 2022 – 2023 school year

Principal's report

- PSSAs went off without a hitch – it was tough because stamina wasn't built up; few makeups to do but not many
- Classrooms for next year have been finalized - 4 classes of each for K – 2, 3 classes of each for 3 – 5
- Mrs. Yeahl will be back in 5th grade, Mrs. Newhard will be back in library
- One retirement happening this year
- Photo background purchased for use at school

Meeting adjourned at 8:04 p.m.

NEXT MEETING:

5/31/2022 @ 9:00 a.m.

2021-2022 PTO Budget (5/10/2022)

Kernsville Elementary School

5051 Kernsville Road

Orefield, PA 18069

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<u>Event</u>	<u>2021-2022 Projected Cash In</u>	<u>2021-2022 Projected Cash Out (Budget)</u>	<u>2021-2022 Projected Net</u>	<u>2021-2022 Actual Cash In</u>	<u>2021-2022 Actual Cash Out</u>	<u>2021-2022 Actual Net</u>	<u>Remaining Budget</u>	<u>Notes</u>
5th Grade Events	\$0.00	-\$4,000.00	-\$4,000.00		-\$1,323.85	-\$1,323.85	-\$2,676.15	
Assemblies	\$0.00	-\$3,250.00	-\$3,250.00	\$0.00	-\$900.00	-\$900.00	-\$2,350.00	
Birthday Table	\$0.00	-\$100.00	-\$100.00	\$0.00	-\$124.44	-\$124.44	Complete	
Book Fair	\$12,500.00	-\$12,500.00	\$0.00	\$10,831.77	-\$10,870.01	-\$38.24	-\$1,629.99	
Bounced Checks	\$0.00	-\$75.00	-\$75.00			\$0.00	-\$75.00	
Box Tops	\$0.00	\$0.00	\$0.00	\$29.90	\$0.00	\$29.90	\$0.00	
Canvas and Cookies	\$2,000.00	-\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$2,000.00	
Coupon Books	\$2,274.00	\$0.00	\$2,274.00	\$2,261.50	\$0.00	\$2,261.50	Complete	
Family Fun Day	\$4,000.00	-\$1,750.00	\$2,250.00		-\$1,230.10	-\$1,230.10	-\$519.90	
Field Trip Funds - Kindergarten*	\$0.00	-\$1,470.00	-\$1,470.00			\$0.00	-\$1,470.00	\$629.40 Imagi Nation credit
Field Trip Funds - 1st Grade*	\$0.00	-\$1,239.00	-\$1,239.00			\$0.00	-\$1,239.00	
Field Trip Funds - 2nd Grade*	\$0.00	-\$1,260.00	-\$1,260.00			\$0.00	-\$1,260.00	
Field Trip Funds - 3rd Grade*	\$0.00	-\$1,596.00	-\$1,596.00			\$0.00	-\$1,596.00	
Field Trip Funds - 4th Grade*	\$0.00	-\$1,449.00	-\$1,449.00			\$0.00	-\$1,449.00	
Field Trip Funds - 5th Grade*	\$0.00	-\$1,386.00	-\$1,386.00			\$0.00	-\$1,386.00	\$274.00 Iron Pigs credit
Get the Scoop	\$0.00	-\$370.00	-\$370.00	\$0.00	-\$370.00	-\$370.00	Complete	
Graduating Volunteers Appreciation	\$0.00	-\$50.00	-\$50.00			\$0.00	-\$50.00	
Holiday Shoppe	\$6,000.00	-\$5,000.00	\$1,000.00	\$7,450.35	-\$5,866.08	\$1,584.27	Complete	
Ice Cream Social	\$0.00	-\$175.00	-\$175.00	\$0.00	-\$274.58	-\$274.58	Complete	
Insurance	\$0.00	-\$318.00	-\$318.00	\$0.00	-\$318.00	-\$318.00	Complete	
Interest	\$10.00	\$0.00	\$10.00	\$10.26	\$0.00	\$10.26	\$0.00	
Lehigh Valley Phantoms	\$4,500.00	-\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$4,500.00	
Movie Night	\$200.00	-\$600.00	-\$400.00	\$0.00	-\$19.07	-\$19.07	-\$580.93	
Night on the Circle	\$650.00	-\$800.00	-\$150.00	\$698.75	-\$753.84	-\$55.09	Complete	
PSSA Snacks	\$0.00	-\$200.00	-\$200.00	\$0.00	\$0.00	\$0.00	-\$200.00	
PTO Gift to School	\$0.00	-\$1,250.00	-\$1,250.00	\$0.00	-\$1,243.53	-\$1,243.53	-\$6.47	
PTO Scholarship	\$0.00	-\$1,000.00	-\$1,000.00	\$0.00	-\$1,000.00	-\$1,000.00	\$0.00	
PTO Sponsorship	\$3,000.00	\$0.00	\$3,000.00	\$4,806.40	\$0.00	\$4,806.40	\$0.00	
PTO Supplies	\$0.00	-\$200.00	-\$200.00	\$0.00	-\$11.60	-\$11.60	-\$188.40	
PTO Support Sponsorship	\$0.00	-\$200.00	-\$200.00	\$0.00	-\$200.00	-\$200.00	\$0.00	
Read-a-thon	\$7,000.00	-\$200.00	\$6,800.00	\$7,529.80	-\$30.54	\$7,499.26	-\$169.46	
SWPBS	\$0.00	-\$75.00	-\$75.00	\$0.00	\$0.00	\$0.00	-\$75.00	
Spiritwear	\$0.00	-\$200.00	-\$200.00	\$175.00	-\$155.61	\$19.39	-\$44.39	
Storyworks	\$0.00	-\$560.34	-\$560.34	\$0.00	-\$560.34	-\$560.34	\$0.00	
Taxes	\$0.00	-\$500.00	-\$500.00	\$0.00	-\$395.00	-\$395.00	Complete	
Teacher Appreciation	\$350.00	-\$1,500.00	-\$1,150.00	\$894.67	-\$824.39	\$70.28	-\$675.61	

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Teacher Grants - Kindergarten**	\$0.00	-\$500.00	-\$500.00	\$0.00	-\$125.00	-\$125.00	-\$375.00	
Teacher Grants - 1st Grade**	\$0.00	-\$375.00	-\$375.00	\$0.00	-\$250.00	-\$250.00	-\$125.00	
Teacher Grants - 2nd Grade**	\$0.00	-\$500.00	-\$500.00	\$0.00	-\$375.00	-\$375.00	-\$125.00	
Teacher Grants - 3rd Grade**	\$0.00	-\$375.00	-\$375.00			\$0.00	-\$375.00	
Teacher Grants - 4th Grade**	\$0.00	-\$375.00	-\$375.00			\$0.00	-\$375.00	
Teacher Grants - 5th Grade**	\$0.00	-\$375.00	-\$375.00	\$0.00	-\$233.87	-\$233.87	-\$141.13	
Teacher Grants - Cafeteria	\$0.00	-\$125.00	-\$125.00			\$0.00	-\$125.00	
Teacher Grants - Specials***	\$0.00	-\$1,875.00	-\$1,875.00	\$0.00	-\$748.86	-\$748.86	-\$1,126.14	
Walking Club	\$0.00	-\$150.00	-\$150.00	\$0.00	\$0.00	\$0.00	-\$150.00	
Web-Site/Sign-Up Genius	\$0.00	-\$207.05	-\$207.05	\$0.00	-\$207.05	-\$207.05	Complete	
Weis 4 School	\$400.00	\$0.00	\$400.00	\$400.00	\$0.00	\$400.00	Complete	
Yearbook	\$0.00	-\$100.00	-\$100.00			\$0.00	-\$100.00	
Total	\$42,884.00	-\$54,730.39	-\$11,846.39	\$35,088.40	-\$28,410.76	\$6,677.64	-\$26,319.63	
*Each student is allotted \$21 for Field Trip Funds.								
	Number of Students							
Kindergarten	70							
1st Grade	59							
2nd Grade	60							
3rd Grade	76							
4th Grade	69							
5th Grade	66							
**Includes \$125/teacher								
***Includes \$125/teacher for Badelita, Frew, Hallett, Hodge, Kelly, Marzano, Nahrgang, Newhard, Powers, Salvaterra, Souders, Strohl, Swartz, Tully, and Woehr								