

# Holland Township PTO Meeting Minutes

## September 22, 2022 @ 7:00 pm

Location: HTS Auditorium

1. **Call To Order:** Casey Bickhardt, Holland Township PTO President, called the meeting to order at 7:05 pm.
2. **Minutes: Given by Casey Bickhardt, PTO President**

Review and approval vote of minutes from June 17, 2022 PTO Meeting.

  - *Motion made to approve the June 17, 2022 minutes. The motion was seconded and approved.*
3. **President's Report: Given by Casey Bickhardt**
  - Membership Update
    - 103 families have joined
    - 43 teachers/staff have joined
    - Ice Cream Sundae party to the class that had the most sign ups – Mrs. Pursell's 1<sup>st</sup> Grade class is the winner!
  - Reminder: PTO Newsletter & Website are updated with upcoming dates, flyers are sent in Community Events emails from school (on Wednesdays) and important information is in the PTO Newsletter. Friend Finder is available to sign up for all Holland Families to join the directory, link is in the Newsletter!
  - Welcome Room Parents – Thank you for volunteering, we have had amazing parents sign up to volunteer! We do have some openings available – reach out to the PTO if you are interested in volunteering as a room parent.
  - Volunteers can work as little or as much as they like! Take opportunities to help out on committees. Every little bit is appreciated.
  - Committee Chair Updates/Reminders
    - Megan Simini (VP) is the liaison for the committee chairpersons – you must complete a Chair Code of Conduct and return it to her.
    - School Room Rentals – If you are a chair and need a room rental for a meeting or event, e-mail PTO to coordinate with Facilities (include "Room Rentals" in the subject line).
    - Please CC the Holland PTO ([hollandtwppto@gmail.com](mailto:hollandtwppto@gmail.com)) on any Committee Related e-mails.
    - For communications that need to go out in Newsletter, on Facebook, or in school Community E-mail, send updates to Dana Hawley (Secretary) at the PTO email.
    - Chairs are required to provide updates to Meg for PTO meeting agendas – she will send a request ahead of each meeting.
  - PTO Meeting Date Changes:
    - December meeting will now be held December 7<sup>th</sup>
    - May meeting will now be held on May 10<sup>th</sup>
4. **Treasurer's Report (Given by Jenn Bartruff)**
  - Still tallying all of the membership fees
  - In the process of closing out last year's numbers due to outstanding checks (8<sup>th</sup> Grade Dance)

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### 5. Vice President's Report/Committee Reports:

- Bookfair: Tomasina McGuire (Given by Meg Simini)
  - Teacher Preview 9/30 – e-mails have gone out to hospitality committee to provide refreshments
  - Book Fair will be held 10/3 to 10/7 – with family night being held on 10/7 from 5 to 8 in the Auditorium!
  - Sign ups will be sent out for volunteers for the Book Fair!
- Fundraising: Samantha Grundstrom (Given by Meg Simini)
  - *General Reporting Topics:* We are preparing for our first event- a costume\_swap that will occur the same night as the book fair family night. We are also setting up a family photoshoot that will occur in the middle of October.
  - *Discussion Topics:* For the costume swap we wanted to offer both Friday night and Saturday morning, however I learned there is a fee \$44/hour for using a school room on the weekend. This covers opening and closing the school as well as any custodial needs. The idea was working around those who have sports Friday evenings and Saturday mornings, perhaps they can swing by after a game especially if they are already at the school. We were thinking 9-12 or maybe 10-1 would be better. We want this to be a success of course so we're trying to be mindful of the cost. We just aren't sure how much traffic we will get to know if paying the fee would be worth it. Will discuss with the committee to determine if it will be worth renting the room (\$44/hour) on Saturday.
  - *Voting Topics:* I'm not sure if the above topic is a voting topic or not. Otherwise nothing at this time.
  - *Calendar:* upcoming dates- Oct 7/8 costume swap and Oct 15 (16 rain date) photoshoot
- Help from Home: Christina Piluso/John Bartruff (Given by Meg Simini)
  - *General Reporting Topics:*
    - Reminder to enroll in Amazon Smile rewards to earn money for our school with your everyday Amazon purchase. Your Amazon app can be linked to your Amazon smile account.
    - Install the Box Tops for Education app to scan your receipts to earn cash for our school.
    - Install the givebacks app and search for Holland Township to Link it to Holland Township PTO to earn a percentage of cash back for your purchase on thousands of online merchants.
    - Instructions to all these programs can be found on the school PTO webpage under "How can I help?" Email us if you have any questions!
- Room Parent Corresponding Secretary: Emma Moustakas (Given by Meg Simini)
  - *General Reporting Topics:* Room Parents were chosen at random to determine head room parent and assistant room parents. Emails were sent

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to all selected parents giving dates of the upcoming parties for the year. TJ Hirsch provided all classrooms that have food allergies. An email will be sent the week of September 19, 2022 to all room parents that have classes with allergies.

- *Calendar:* Friday, October 28 is our Halloween Party
- Staff Appreciation: Alyssa Kries (Given by Meg Simini)
  - *General Reporting Topics:* The Welcome Back breakfast for staff in August went great! We received lots of positive feedback and the staff really seemed to enjoy and appreciate it. Thank you again to ShopRite and Goldberg's for the very generous donations. We also decorated the bulletin board in the Staff Room.
  - *Discussion Topics:* We would like to hold Staff Appreciation Week during the actual week of Staff Appreciation (Monday, May 1 - Friday, May 5) instead of June like last year. Stephanie Snyder will review
  - *Calendar:* (Hopefully) Staff Appreciation Week Monday, May 1 - Friday, May 5

### 6. Administration Communication: Stephanie Snyder

- Chaperone/Volunteer Training
  - The School and the PTO want to work more closely together.
  - The school truly appreciates the volunteers and everything that we do for the school, staff, and students.
  - As our students change, and evolve we are encountering more anxiety, stress, frustration experienced with kids – especially at drop off events.
  - Mrs. Snyder, Ms. Leap & Ms. Deniz shared a presentation on to equip PTO Members with everything needed to be prepared to handle any situations that come up as a Chaperone or volunteer for events.
- HTS has the opportunity through grant funding to have Parent Chats monthly. First one is 10/11 at 7:00 in Middle School Library – presenter coming for Cyber/Online Safety. Highly recommend that parents attend, great knowledgeable speaker.

### 7. Teacher Liaison Communication: Deb Croasdale

- Welcome back to all! Thank you for the welcome back breakfast as well as the tetherball and expected gaga pit.
- Picture Day - October 4
- Lunch - Remember that students can have money added to their account by a parent from home or by sending a check or cash into school and the cafeteria will add the money to the account.
- No School - October 10

### 8. BOE Liaison Communication

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- No updates

### **9. New Business**

- Replacement Chair Needed for Bulletin Board – reach out to the PTO Board if you are interested!

### **10. Public Comment**

- Picture Day Volunteers – School is looking for 4 volunteers to help out with pictures on October 4<sup>th</sup> from 8 am to 2 pm. If interested, e-mail the PTO Board.
- Field Trips are Back!
  - One curricular trip per grade, plus an additional 8<sup>th</sup> grade trip
  - 7<sup>th</sup> Grade Fairview trip will not be held but teachers are looking for a curricular field trip

### **11. Next Meeting Date and Time**

- October 19, 2022 at 7pm in the HTS Auditorium

### **12. Adjournment**

- Meeting adjourned at 8:00.