

PTO Meeting Agenda

December 4, 2023 @ 6:30 p.m. – KH Library

Attendees: Eddy Cordero, Stephanie Cottrell, Susan Vassallo, Tracy Motz, Suzanne Scoppettuolo, Jess Bruckhart, Lauren Bewley, Ali Mauro, Kim Ginder, Meg Garrett, Stacey Yunginger, Leah Mehl

- I. Welcome & Introductions – Stephanie Cottrell
- II. Principal Comments – N/A
- III. Teacher Rep. Comments – Stacey Yunginger – Thank you to PTO and parent volunteers for the conference dinner, it was delicious.
- IV. Treasurer’s Report – Susan Vassallo
 - a. See budget; PTO in good financial standing.
- V. Old Business
 - a. Fall Teacher Dinner/Luncheon (11/20 – 21) Event successful; thank you to Sarah Minnich and Kim Ginder for chairing and to parents for food contributions.
 - b. Holiday Door Decorating (11/28) –
 - i. Consider decorating the inside instead of outside of the doors for next year so that students may see them better. Teacher rep response was about half the doors stay open and half stay shut during the day. Teacher emergency packets are hung inside doors which would considerably lessen the amount of decorating room, but could still be done. One option may be asking the teachers which side they’d prefer before SignUp Genius goes out.
 - ii. Event occurred on a night where a basketball game was in session; this made for too much confusion and difficulty for gym door decorators. Recommended that next year the gym be booked in advance for this event so there is not a game in session.
 - iii. Many children were left unsupervised during this event and running the halls. It must be made clear on flyers and SignUp Genius for next year that children attending ALL SCHOOL EVENTS must stay with and be supervised by their parents.
- VI. Current Business
 - a. Santa Shoppe (12/07-12/08)
 - i. Friday night volunteers are currently needed, please see SignUp Genius.
 - ii. Will include Grinch-themed craft stations, milk and cookies, and movie.
 - iii. Please note that cash or checks will be accepted this year, NO credit cards. Checks should be made payable to Kissel Hill PTO.

- b. Holiday Door Take Down (01/04) – Please note that nothing will be saved; if you want to save your decorations, they must be picked up prior to that night or they will be destroyed. Volunteers are needed, contact Stephanie Cottrell for details.
- c. Square 1 Art Fundraiser – We are in the process of getting the new chair in touch with the previous chair Lisa Ruth. Will start January or February in art class.

VII. Upcoming Events

- a. Spirit Week (1/22-1/26) Will have themed days as usual. Thursday night will be Isaac's Night and KH Night basketball game.
- b. There will be no school on 01/24 for floating in-service day.

VIII. Other Items

- a. PTO Board Open Position
 - i. Vice President position will be open for nominations this Spring. Please note that this is a 4-year commitment; 2 years to be served as Vice President followed by 2 years served as President. 2 people serving as co-chairs is allowed for the position if desired. A written description of the position's responsibilities will be completed for interested parties.
 - ii. Treasurer position will be open for nominations at the end of 2024/2025 school year.
- b. Special Requests
 - i. Distribution of Special Requests funds was discussed; PTO has noted that the exterior rugs of the Gym entrance are due to be replaced and Teacher Rep suggested laminator machine replacement would be helpful.

IX. Open Comments – N/A

X. Adjournment

Upcoming Meeting Dates: (all held at 6:30 in the KH Library)
January 8, February 5, April 8, and May 6