

PTO Meeting Agenda

January 8, 2024 @ 6:30 p.m. – KH Library

Attendees: Eddy Cordero, Stephanie Cottrell, Karina Scheren, Susan Vassallo, Tracy Motz, Suzanne Scoppettuolo, Jess Bruckhart, Kim Ginder, Meg Garrett, Stacey Yunginger, Meghan Madeira, Lisa Higgins, Alyssa Soule, Leah Mehl

- I. Welcome & Introductions – Stephanie Cottrell
- II. Principal Comments – Mr. Cordero – Resumption of classes following break going well; Climber Dash “Consequences” coming in January.
- III. Teacher Rep. Comments – Stacey Yunginger & Meghan Madeira– N/A
- IV. Treasurer’s Report – Susan Vassallo
 - a. See budget; PTO in good financial standing.
 - b. Santa Shoppe ended slightly in the negative this year; this is OK but SS should be moved out of Fundraising category next year and considered a regular event.
 - c. Budget for Spring Ice Cream Social should be increased; discussed hiring a cupcake Truck (i.e. Lancaster Cupcake) next year due to cold weather.
 - d. Treasurer’s recommendation for spending overage of funds is on increased funding for food and field trips.
 - e. 6th grade shirt budget will remain the same at \$500. If additional funds are needed, families will be asked to cover the small difference.
- V. Old Business
 - a. Santa shoppe (12/07 – 08) Event was very successful; thank you to Kim Ginder and Meg Garrett for chairing, organizing craft stations, and getting sponsorship for milk and cookies. This is first year for Penguin Patch as new SS company.
 - i. Discussed possibility of opening Santa Shoppe to other district elementary schools next year, making it a Friday-night only event, and discontinuing \$5 gift cards for 6th grade volunteers.
 - b. Holiday Door Takedown (01/04) – Went very well w/ the new tape guideline; took 3 people less than 1 hour to take down all the doors.
- VI. Current Business
 - a. Square 1 Art Fundraiser (12/07-12/08) – Suzanne Scoppettuolo – New chair reports that supplies are in. Art will be done by 02/23 and sent in by 02/26. Packets will be distributed by 3/18; Deadline to order is 3/29. Orders to be shipped directly to homes in approximately 3 weeks.
- VII. Upcoming Events
 - a. Spirit Week (02/05-02/09) Discussed when to have Color Day.

- b. Restaurant Night & Basketball Game (02/08) – KH students will get free admission to game, additional seats will be \$6/adult and \$4/child.
- c. Yearbook – Karina Scheren & Tracy Motz – Manufacturer’s cost increased but cost for KH families will remain the same (\$25). We will be taking advantage of the 5% prepayment savings. Sales period to run from 03/13 to 04/04.
 - i. Yearbook volunteers needed to shadow current chairs.
 - ii. Discussed possibility of having a yearbook club for 6th graders.

VIII. Other Items

- a. PTO Board Open Position
 - i. Current VP Karina Scheren’s personal workload has significantly increased and has requested a co-chair in President position for next school year. Current Secretary Tracy Motz has agreed to this position, thus Secretary position (as well as VP) will be open for nominations this Spring. Any interested parties should submit their names by April at the latest for voting in May.
 - ii. Treasurer position will be open for nominations at the end of 2024/2025 school year.
- b. Special Requests
 - i. Gina Diaz inquired if PTO could provide additional funding for Fine Arts Day volunteers to offset loss of income for the day. Issue was discussed and PTO concluded that the \$200 budget we provide for a meal spread is sufficient and no more will be provided. If additional volunteers are needed, we can put out feelers to KH families via BBC.

IX. Open Comments – N/A

X. Adjournment

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