

**Bower Hill Elementary PTA
Regular Meeting: May 2, 2018
Minutes**



1. Call to Order	The President, Karen Lingis , called the meeting to order at 9:18 AM. There were 24 people in attendance.														
2. President's Remarks	Karen Lingis welcomed everyone and thanked them for their attendance.														
3. Previous Meeting Minutes	Secretary, Christine Mullery provided a copy of the minutes from the previous meeting for review. <ul style="list-style-type: none"> • Tara Mataszki made a motion to approve the April meeting minutes, seconded by Kristi Piatek. 														
3. Treasurer's Report	<p>Treasurer, Julie Collins. The following items were presented by Treasurer Julie Collins.</p> <ul style="list-style-type: none"> • The current financials/budget were presented along with an updated expenses record. • In order to utilize any "left over" funds, the following proposed end of Year Budget Movements were presented: <ul style="list-style-type: none"> ○ Move \$120 from Classroom Parties to Beestro to cover the cost of the ice cream. ○ Move \$30 from Classroom Parties to the Caring Fund for Book Fair Gift Certificates. ○ Move \$50 from Classroom Parties to New Student Coordination – Kindergarten to cover the cost of lanyards and ID pouches (ordered in bulk). ○ Move \$45 from Classroom Parties to Book Fair to cover book fair expenses. ○ Move \$62.50 from xxx to the Beautification Committee. <p style="margin-left: 40px;">Classroom Parties Summary:</p> <table style="margin-left: 80px; border-collapse: collapse;"> <tr><td>Balance Remaining as of 4/30/18</td><td style="text-align: right;">\$917.21</td></tr> <tr><td>Less Beestro</td><td style="text-align: right;">(120.00)</td></tr> <tr><td>Less Caring Fund</td><td style="text-align: right;">(30.00)</td></tr> <tr><td>Less New Student Coordination</td><td style="text-align: right;">(50.00)</td></tr> <tr><td>Less Book Fair</td><td style="text-align: right;"><u>(45.00)</u></td></tr> <tr><td>Subtotal</td><td style="text-align: right;">\$672.21</td></tr> <tr><td>Less Advancement for Education</td><td style="text-align: right;"><u>(430.00)</u></td></tr> </table> <p style="margin-left: 40px;">Balance Remaining after movements \$242.21 – to be used for the purchase of bags and supplies for next year</p> <ul style="list-style-type: none"> • Review Proposed Budget Movements to cover the cost of BeeTV Equipment. \$6,175.25 needed to cover the cost of equipment. <ul style="list-style-type: none"> ○ Remaining Read-a-thon funds (\$1650) ○ \$100 office supplies ○ \$295 from Recess Relief ○ \$190 from Reflections ○ \$500 from Yearbook ○ \$1000 from Educational Enrichment ○ \$430 from Classroom Parties ○ \$200 from Junior Achievement • Total is \$6180 to fund the BeeTV purchase. • Kristi Piatek made a motion to approve the budget changes, second by Tanya Kotonoglou 	Balance Remaining as of 4/30/18	\$917.21	Less Beestro	(120.00)	Less Caring Fund	(30.00)	Less New Student Coordination	(50.00)	Less Book Fair	<u>(45.00)</u>	Subtotal	\$672.21	Less Advancement for Education	<u>(430.00)</u>
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- **Audit Committee**
 - An audit of our books is required annually by our bylaws.
 - We need three (3) volunteers for the audit committee. The audit takes place in July after we have closed the books for the year. It will take place at Julie’s home and children are welcome. The date will be determined after the identification of the committee.
 - There will be instructions and a guideline to follow.
 - Volunteers – Michelle Adamshick, Tara Matasuzki, and Kristi Piatek.

- **Proposal of Dues Increase for 2018/2019 School Year**
 - Current Dues are \$9.00, broken down as follows: \$3.50 for our local PTA, meaning we keep that money; \$5.00 goes to the State and National PTA Associations; \$0.50 for the Peters Township Area Council.
 - For the 2018/2019 school year, we propose an increase in dues of \$0.50 for a total dues amount of \$9.50. The additional \$0.50 will be kept locally, increasing our local dues to \$4.00 total. This increase is necessary to cover the fee expense of using PayPal via My School Anywhere.
 - This requires an amendment to our Standing Rules, which were adopted last month.
 - Discussion and Vote
 - Motion made by Jackie Bertola seconded by Erin Helon to revise our Standing Rules to increase the annual dues to \$9.50.

- **Budget Changes for the 2018/2019 School Year**
 - There is a need to increase the BEESTRO budget by \$250 for 2018/2019 school year to cover the cost of the ice cream at the BEESTRO.
 - Motion made by Kristi Piatek and seconded by Chelsea Johnston to approve the 2018/2019 Operating Budget as presented.

- A motion was made by Erin Helon and seconded by Michelle Adamshick to pay the bills

4. Teacher Remarks

Mr. Killen attended the meeting and had the following remarks:

- Kindergarten thanks the PTA for their support with the screenings and the financial support for the stay field trip.
- Thank you for the Beestro Event.
- Thank you for the financial support for the 3rd grade
- May 17 – Bear Clinic
- May 25 – Beach Day
- 2nd grade is still collecting the pop tabs. If you have them, please send them in.
- The Yoga Bee class is making Breakfast Bags for the Ronald McDonald House
- May 29 and May 30 are the Washington County field trips.
- 3rd Grade will also go to McMurray for an orientation on May 16th. Permission slips will be coming home Friday.
- 3rd Grade field trip to Public Library to tie in with the PIE program on June 5th.
- 3rd Grade will be doing their musical instrument try out. The music teachers from McMurray will come to BH on June 4, 5, 7. A letter will be sent home so that you can list which instruments your child would like to choose.
- Thank you to the PTA for all that you do for the school and the financial support that you give.
- Thank you to the teachers for volunteering their time to manage new committees with the PTA; Mrs. Piatt, Mr. Tupper and Mrs. McAfoose,

Mrs. Piatt spoke

- Thank you to the PTA for not only the financial support but the physical support in all the activities that go on at Bower Hill.
- Beautification Committee – looking to spruce up the school. For example; maintaining the planters out front, making a sign for the Rock Garden, painting a mural on the long wall outside the library.

	<ul style="list-style-type: none"> • The committee will consist of teachers and parents. Teachers include Mrs. Piatt, Mr. Tupper, Mr. Traum Mueller, and Mrs. McAfoose. • Current ideas for the Committee: <ul style="list-style-type: none"> ○ Paint a large rock for the Rock Garden that says “Bower Hill Rocks”. ○ Will need a special paint to do that and requested support for the paint and planters. ○ Hope to paint a mural on the large wall across from the Library. • If any one else would like to join the group, please reach out to Mrs. Piatt. <p>Laura Rohrbach presented a poster signed by the teachers to Karen Lingis, outgoing PTA President, as a thank you and thanked her for her service over the past 4 years.</p>
5. Report of First Vice President	<p>Laura Rohrbach gave a brief report on the following committees:</p> <ul style="list-style-type: none"> • Area Council: <ul style="list-style-type: none"> ○ The last meeting, May 17th, featured the Building Principals. ○ There was discussion regarding immunizations being current. The Grace period is only 5 days from the start of school to have them up to date or signed exemption. ○ Rachel’s Promise was introduced. Rachel was killed at Columbine and it is about reaching out, helping classmates, etc. Her father started this and they are looking to bring him in to do his presentation and do assemblies at the schools. • Assemblies: Melissa Mertz is the chair. <ul style="list-style-type: none"> ○ The last assembly will be May 14th – Carnegie Science Center - Solar Quest Program • Bower Hill Day: June 1st – ViaDale link will be out • New School Tool Box: If you already placed your order, they will start to ship May 21st. You have until August to order. • Spirit Wear: 3rd grade shirts were delivered to the classrooms yesterday and should be coming home this week. Kindergarten shirts were handed out yesterday at K Orientation.
6. Report of Second Vice President	<p>Sam McVicker gave a report on the following committees:</p> <ul style="list-style-type: none"> • Reflections: The Reflections Assembly is May 9th at 9:30AM. Parents of the students are invited. There will also be a recognition on BeeTV. • Kindergarten Orientation: This was May 1st and was very successful. Thank you to all that helped. • After School Classes: Mrs. Bodnar and Ms. Kuehn are holding Yoga Bees. There is still room left in the class. • After School Dance: The recital is coming up; important dates include: May 11th – Rehearsal and May 12th recital. Thank you to Tanya Kotenoglou for all your work. Melanie Hurd will be the new chair. And thank you to Mrs. Gallagher for being the Recital MC. • Junior Achievement: The event date is May 18th and we are still looking for a few volunteers. Program for the 3rd graders. Only need one more volunteer for Mrs. Schoedel’s class. • Art Volunteers: The Art Department is always looking for volunteers, please reach out if interested. • Library Volunteers: Thank you to Michelle Adamshick for all her work in coordinating the volunteers this year. They especially need help at the end of the year, so if you have time, please look to sign up. • Yearbook: You can still order a Yearbook but our final number is in, so there are approx. 20 copies left that can be purchased. • Beestro: Thank you to Christine Chapas and Jen Spanos for all their work; it was a great event.
7. Report of Third Vice President	<p>Deanna Gallagher gave a report on the following committees:</p> <ul style="list-style-type: none"> • Spring Book Fair: The Book Fair was held April 23-37 and was Buy One Get One (BOGO)! Thank you to all the volunteers who helped, supported, attended. We had approx. \$15K in sales. <ul style="list-style-type: none"> ○ Spare change and the “round up” was collected at the register and we donated 38 new books to the Washington Women’s Shelter. ○ Miss Kunkle also had a drive for the Animal Shelter.

	<ul style="list-style-type: none"> ● Box Tops/Tyson Labels – Please continue to send both in as our school benefits greatly. May 4th is the next Box Top drawing. ● Character Counts: The Spring Character Counts Awards were April 14th. Big Congrats to 2 BH parents; Julie Collins and Dana Sasuta who received an award. Remember, you can continue to nominate for the Fall Ceremony. ● Art Show: The Bower Hill Art Show just wrapped up. Big Thank You to Rhonda Becker for organizing the show. ● Teacher/Staff Appreciation: Teacher Staff Appreciation week is May 7th – 11th. The theme is “Lights, Camera, Appreciation”. There is an Italian Luncheon set up for the end of the week and they are asking for donations. If you signed up, you can bring your items to the PTA room. ● Spirit Recognition: The next Spirit Day is May 25th. ● Gratitude Committee: for Bower Hill Day, they will have an Appreciation Station with stickers and markers for them to make a “token of appreciation” for their teachers, staff, mom, dad, etc.
<p>8. Principal’s Remarks</p>	<p>Mr. Garvey welcomed parents and presented the following remarks:</p> <ul style="list-style-type: none"> ● Because of the Giant Eagle Apple Points program that we have; we received \$3,467. This money goes right to the school to benefit the students. ● The Beestro was a great success, thank you to all. ● Chores for the Cure – Luekemia/Lymphoma society. Mr. T is running this program and has assured us the school is already at 90% toward our goal. ● Math Acceleration tests for next year are upcoming: <ul style="list-style-type: none"> ○ May 5th – 3rd Graders ○ May 16th - K ○ May 17th - 2nd ○ May 18th - 1st ● Kennywood ticket sale is May 8th. ● May 10th – 2nd Grade Field Trip ● May 16/17 – 2nd grade Fire Dept visit ● Calcu-solve competition – 3rd Grade coming up. ● 1st Grade Steel Cactus Field Trip upcoming. ● 3rd Grade performance – May 25 ● June 4th – 3rd Grade Spelling Bee <p>Personal thank you to Karen Lingis from Mr. Garvey and on behalf of the staff.</p>
<p>9. Old Business</p>	<ul style="list-style-type: none"> ● Budget Approval ● Open Positions: After School Classes, Area Council ● Election of New Officers <ul style="list-style-type: none"> ○ Karen Lingis presented the slate that was announced at the April ○ President – Samantha McVicker ○ 1st Vice President – Angie Glud ○ 2nd Vice President – Melissa Konggaard was slated. Additional nominations were requested and Carrie Ace was nominated by Deanna Gallagher <ul style="list-style-type: none"> ▪ By ballot vote, Carrie Ace was elected to the office. ○ 3rd Vice President – Laura Rohrbach was slated. No additional nominations were presented. ○ Secretary – Michele Adamshick was nominated via slate. No additional nominations were presented. ○ Treasurer – Julie Collins was nominated. No additional nominations were presented. ○ Assistant Treasurer – Cindy Peterson was nominated. No additional nominations were presented. ● Congratulations to the newly elected board. <ul style="list-style-type: none"> ○ New Board Meeting – May 14 @ 1:00PM

10. New Business	<ul style="list-style-type: none"> ● My School Anywhere: A new software was presented and discussed which will be utilized for sign ups for events and Membership. Some key benefits include: <ul style="list-style-type: none"> ○ This is a new system to help facilitate the process of registering for events. ○ We can do a “store” for the school. ○ Links to PayPal for payment for dues, events, etc. ○ There is a cost that we will incur to cover the administrative fee expense of using PayPal via My School Anywhere for things that have a payment involved. ○ This tool will save a huge amount of time for volunteers ○ PTA Membership Dues and Process ● A trial of the software was used for Beestro and went very well. ● Chairperson Training will be held.
Guest Speaker	<p>Guest Speaker: Mr. Brookie, Principal at McMurray Elementary</p> <ul style="list-style-type: none"> ● Mr. Brookie spoke to those in attendance regarding the transition to McMurray Elementary for the 3rd Graders. ● Parent Orientation at McMurray is May 22nd. ● There will be a 4th Grade Social which the students attend over the summer. ● May 16th is Bower Hill Move Up Day - The 3rd Graders will go over and meet their “Pen Pals” that they have been communicating with over the past couple of months. ● Children who have IEPs will take a separate tour ● There are a lot of Leadership Opportunities at McMurray for kids so ● If you have special scheduling requests, you can email Mr. Brookie at brookiem@pt-sd.org. ● He spoke about the fun events at McMurray, parties, 4th Grade Social, McMurray Day. ● Of note; there are 2 Principals at McMurray; Mr. Brookie and Mr. Stoehr who work with a team.
	<p>Karen thanked the membership and staff for all their support over the past 4 years.</p>

Meeting was adjourned at 10:57AM.

Submitted by: _____
Christine Mullery, Secretary, 2017/2018

Date approved: _____