



**Bower Hill Elementary PTA
Regular Meeting October 2, 2019
Final Minutes**

1. Call to Order	Assistant Treasurer, Julie Collins , called the meeting to order at 9:15 a.m.
2. President's Remarks	<ul style="list-style-type: none"> • Julie Collins welcomed everyone and thanked them for their attendance.
3. Reading and App. Min.	Secretary, Erin Helon verified those in attendance had received a copy of the Minutes from the September 2019 which were included with the handouts for today's meeting. Motion to approve minutes was made by Laura Rohrbach and seconded by Michelle Adamshick.
4. Treasurer's Report	<p>Treasurer, Cindy Peterson presented the Treasurer's report.</p> <ul style="list-style-type: none"> • Copies of the current treasurer's report were distributed. • A \$100 donation was received from Road Runner Food Truck for Buzzer's Birthday Bash. • Over \$13,000 in RAT donations thus far • A motion to reallocate \$523 from the Educational Enrichment fund with \$500 going to the Read-A-Thon committee to pay for additional raffle prizes, and \$23 going to classroom parties fund. The \$100 donation from Road Runner's Food Truck will also be allocated to the classroom parties fund. The motion was approved by Melissa Germaine and seconded by Molly Suhoski • A motion to pay bills for the month of September and October was made by Tara Matuszewski and seconded by Laura Rohrbach.
5. Teacher Remarks	<p>Mr. Killen on behalf of the teachers presented the following:</p> <ul style="list-style-type: none"> • Thanked the PTA for Buzzer's Birthday Bash. • Teacher's looking forward to the open house dinner • Open House is October 16th for grades K&2 and October 17th for grades 1&3. • Parent/ Teacher Conferences will be held on October 24th and 25th
6. Guest Speaker(s)	<p>Shelly Belcher, Communications and Safety Director for the District presented the following:</p> <ul style="list-style-type: none"> • The next Alice Training for parents will be held on October 9, 2019 at 9:30 a.m. and the second session will be on November 5, 2019 at 6:30 p.m. Both sessions will be held at the District Administration Building • Shelly discussed the Reunification Process in the event of a school emergency • Asked for parents to be patient in the event of an emergency. Advised parents not to go to the school, no matter where the district emergency is. Also, avoid cell phone usage to prevent phone system from crashing and please wait to get your news from the district directly. • The 1st communication from the district, in the event in an emergency, will be extremely vague until details of incident can be confirmed. • School mint forms with Emergency Contacts need to be completed for each child as it is used for the reunification process in the event of a school emergency.

	<ul style="list-style-type: none"> • Consider making family, friends, or neighbors in close proximity to the district an emergency contact. • Photo I.D. is required and must be on Emergency Contact List in order for District to release the child. • Please contact Shelly Belcher if you need to make any changes to your child's emergency contact list. • In the event of a crisis, all buildings within the District will be placed on lockdown. • The building in crisis will be the primary concern and those parents will be notified first; however, all parents will through out the district will be notified. • Police will be sent to each school • Surprise lock down drills are done at all of the schools and an e-mail will be sent to the parents following the drill. •
<p>7. Area Council Report</p>	<ul style="list-style-type: none"> • The Area Council Meeting was held on September 19, 2019. • A construction update was given for the new Peters Township High School. Shelly Belcher confirmed that construction is of the new high school is on schedule. • Shelly Belcher advised that the reunification process in the case of an emergency was discussed. • Melissa Konggard advised that Pat Kelly from the Special Education Department was the guest speaker. • Melissa Konggard also advised that the building Guidance Counselors will be speaking at a future meeting. Date of that meeting to be confirmed.
<p>8. Report of First Vice President</p>	<p>Angie Glud gave a brief report on the following committees:</p> <p>After School Dance- After School Dance classes have begun. There are approximately 30 kids participating in this year's classes.</p> <p>Area Council- The next Area Council Meeting is October 17, 2019 at 9:15 at the Administration Building. The Building principals will be the speakers.</p> <p>Book Fair- The Book Fair will be held October 14-18 and will be open during both Open House nights. A letter from Ms. Kunkle the librarian will be sent home soon. Parents are welcome to come in and shop with their children. Volunteers are needed to work the book fair and an e-mail will be sent soon asking for volunteers.</p> <p>Box Tops/ Tyson Labels- Encouraged parents to keep sending in Box Tops</p> <p>Reflections- Nationwide PTA-sponsored contest including many categories such as art, film, writing, photography, dance, etc. Forms have been sent home and participation is strongly encouraged. Submissions are due by October 28.</p> <p>Spirit Recognition- Laura Rohrbach, committe chair, advised spirit week will be held from October 14-18. A vot was taken for themes for each day of spirit week with the exception of 10/18 which will be Red, White, & Kind Day.</p> <p>School Picture Day- Picture retake day will be on October 23, 2019.</p>
<p>9. Report of Second Vice President</p>	<p>Carrie Ace gave a report on the following committees:</p> <p>Art Volunteers- Mrs. McAffoose would like volunteers to help in the Art Room. More info to come.</p> <p>Beautification- Mrs. Piatt has arranged a group of parents to paint sealant over the stairwell murals. Mr. Killen will be getting corn stalks to decorate the outside of the school for fall. A "Hungry Catepillar" themed mural will be painted in the kindergarten stairwell.</p> <p>Gratitude- Halloween candy drop off will be at the Rec Center, PT Public Library and possibly at Bower Hill beginning on November 1. The candy will be distributed to the City Mission, possibly the VA hospital, Police, EMT's, and Public Works.</p> <p>Homework Helpers- Homework Helpers is up and running with a few available spots left in the Tuesday session.</p> <p>Library Volunteers- A Sign-up genius has been e-mailed out for Library Volunteers and can be found in the weekly newsletter. Contact Melissa Germaine with any questions.</p> <p>Open House- Cookie donations for both nights are needed as well as volunteers to work the cookie tables. Food donations are also needed for the Teacher/ Staff dinners. Sign ups can be found in AtoZconnect.</p> <p>Volunteer Coordination- The Halloween party will be held on October 31. We are still in need of PM Kindergarten volunteers.</p>

	<p>Yearbooks- The price of the yearbook has gone up to \$23 and will go up again on October 26. Please continue to submit your photos through the ReplayIt App for the yearbook.</p>
10. Report of Third Vice President	<p>Missy Harmon gave a brief report on the committees she oversees: Assemblies- 10/1 assembly spreading kindness and social manners, next assembly in march American Heart Association Dance-A-Thon/ Jump Rope- All proceeds go to AHA. Committee looking into options regarding prizes. Read-A-Thon- Please continue to send in your child's reading logs and donations. Spirit Wear- A new spirit wear website was launched this year. It is the same website and company that McMurrayPTA uses. There are all new products available for purchase. The last day to order for delivery to Bower Hill is on October 11. The site will remain open but delivery will be the responsibility of the buyer. The PTA will get 25% of the total Spirit Wear sales.</p>
11. Principal's Remarks	<p>Mr. Garvey</p> <ul style="list-style-type: none"> • The Read-A-Thon medal ceremony will be held on October 9, 2019. • The HERO lesson will be held on October 10 and safety drills, (how, why drills are necessary will be tied in to the lesson) • An announced lockdown drill will follow in the days after the HERO lesson • October 18, 2019 is Red, White, & Kind Day • October 23, 2019 is the end of the 1st grading quarter. • There will be no school on October 24 and October 25 • November 1 will be the 3rd Grade 50's Day • The fireman will be coming in to speak to the kindergarten students on November 1 • An e-mail blast regarding the Halloween party will be sent out soon to discuss the snack and procedures surrounding the day. • A Halloween parade for parents has been discussed but due to logistical reasons with parking etc. unfortunately can not be held; therefore, the students may parade throughout the school for their peers to see their costumes. • Inflatable costumes are not permitted. • The first assembly was held on October 1. The kids enjoyed the presentation and all went well • Mr. Garvey encouraged parents to keep submitting Box Tops.
13. Old Business	None
13. New Business	None

Submitted by:

Erin Helon, Secretary

Date approved: