

**Bower Hill Elementary PTA
Regular Meeting: September 5, 2018
Meeting Minutes**



1. Call to Order	The President, Samantha McVicker , called the meeting to order at 9:20 A.M.
2. President's Remarks	Samantha McVicker welcomed everyone, thanked them for their attendance, and encouraged them to attend more meetings to come.
3. Reading and Approval of Minutes	Secretary, Michelle Adamshick verified those in attendance had received a copy of the Minutes from May 2018 included with the handouts for today's meeting. Motion to approve minutes was made by Kristi Piatek and seconded by Tara Matuszewski.
4. Treasurer's Report	<p>Treasurer, Julie Collins presented the Treasurer's report.</p> <ul style="list-style-type: none"> ● Copies of the current treasurer's report were distributed. ● Audit report: Over the summer the annual audit of BH PTA's books and records was performed. The audit was performed by several PTA members who are independent of the treasury function. The books were found to be correct. One adjustment was made to add documentation for additional fundraising through Amazon smile. A copy of the audit report is available for review after the meeting. ● A motion to approve the audit was made by Marlene Thomas and Melissa Mertz. ● A motion was made to reallocate funds donated by the Girl Scouts to the Beautification Committee. The motion was approved by Marlene Thomas and Shannon DelSardo. ● Motion to pay bills was made by Marlene Thomas and seconded by Erin Helon.
5. Teacher Remarks	<p>Teacher Representative Mr. Killen presented the following:</p> <ul style="list-style-type: none"> ● Thanked the PTA for the First Day Packets that were distributed to the students. ● Additional thanks for talking to the parents during the Kindergarten Welcome Orientation. ● Ms. Kuehn and the teachers are going to continue to collect pop tops/soda tabs for the Ronald McDonald House, so please send them in with your kids. Each classroom will have a collection jar. ● Mrs. Briegel is hoping to see new and returning volunteers in the library this year. Michelle Adamshick, the library coordinator, can answer any questions.
6. Guest Speaker	<p>Shelly Belcher provided a summary of Rachel's Challenge:</p> <ul style="list-style-type: none"> ● Selected by Character Counts (in its 20th year) to increase school safety with a strong focus on prevention. ● Rachel Joy Scott was the first victim of the Columbine school shooting. Her journal was later found and in it she talks about including everyone and making an impact. ● Rachel's Challenge gives students tools to act (from feeling compassion to acting). ● K-4 Presentation – all about positivity, doesn't address how she died. ● Grades 5 & above – more robust, what happened to Rachel, forming Friends of Rachel Clubs. ● 9/19 – Elementary Parent Presentation at the High School, not graphic but emotional so more of an adult event. ● 9/25 – Community Kick-off, South Hills Bible Chapel providing the venue, Rachel's father will tell his story, not geared to elementary students.

	<ul style="list-style-type: none"> • Alice Drills – always age appropriate in the schools, presentations held twice a year for parents (once in the Fall, once in the Spring), designed to work anywhere not just in the schools. • Reach out to Shelly with any questions any time. • Responded to question about the difference between the two adult events – both are similar except for Rachel’s father will be the guest speaker at the event on 9/25.
7. Report of First Vice President	<p>Angie Glud gave a brief report on the following committees:</p> <ul style="list-style-type: none"> • After school Dance: Sign up for After School Dance is Sept 10th. Classes will be held on Monday nights at McMurray Elementary. • Area Council: Area Council Meetings are held once a month on the third Thursday of the month and are a great chance to learn more about all the schools in the District. Melissa Kongaard shared that the first meeting date had been changed. The first meeting will be Sept 27th at 9:15 AM. The District Administration will be speaking at the first meeting. • The Book Fair: The Fall Book Fair will be Oct 15 – 19. A flyer will be coming home soon with more information about shopping with your child during the school day or at Open House. • Box Tops/Tyson Labels: Please clip and send your box tops and your Tyson labels. A box top drawing will be held each month. Mr. Garvey expressed thanks for last year’s contributions which brought in over \$10,000. A portion of the money was used to purchase wristbands for the HERO Program. • Character Counts: Bower Hill hosted the first Character Counts meeting on Sept. 4th. A special thanks to Kristen Seaman who did an amazing job with the food/set-up. At the meeting they discussed Rachel’s Challenge. The next meeting will be Oct. 2nd at Peters Township Library. Please consider nominating someone deserving for a Character Counts Award. Award ceremonies are held twice a year – in the Fall and in the Spring. • Membership: Please sign up with AtoZ Connect to purchase your PTA Membership online, no checks will be accepted this year. • Reflections: Nationwide PTA-sponsored contest including many categories such as art, film, writing, photography, dance, etc. The theme this year is Heroes Around Me. • Spirit Recognition – Buzzer Bee greeted the kids on Red & White Spirit Recognition Day a few weeks ago. The PTA is looking for a 2nd person willing to dress up as Buzzer.
8. Report of Second Vice President	<p>Carrie Ace gave a report on the following committees:</p> <ul style="list-style-type: none"> • Art Volunteers: Using a new curriculum that allows free range for students to create their own artwork. Students are fully engaged with the new approach. Volunteers will be needed to help with name tags for the artwork. Please reach out to Carrie Ace or Mrs. McAfoose if interested. • Beautification: Mr. Traumuller will be adding more pebbles. Mr. Garvey purchased a new beehive topper for the rock garden with Box Top money. Kindergarten kids will be painting their rocks very soon. Special thanks to Mrs. Ostrosky and the Girl Scouts for purchasing the planters. Mrs. Piatt will be purchasing planters for the fall theme soon. • Gratitude: Projects to encourage students to perform kind acts/giving back. Around Halloween we will be collecting donation of unused candy. The committee is looking for 2-3 additional members. • Kindergarten Welcome: A huge thank you to the chairs Michelle Adamshick and Erin Helon and their committee for delivering all of the Kindergarten Welcome mail this year. • Library Volunteers: Report given by Michelle Adamshick, the chairperson. An email will go out later today with the Viadale sign-up link for volunteers. Volunteer hours are very flexible. They are specifically looking for volunteers later this week and early next week to help with a special craft. • Open House: Open House is Oct. 17th for Kindergarten and 2nd grade and Oct. 18th for 1st and 3rd grade. Angela Srsic is the chairperson. They will be looking for volunteers to help bake or buy cookies for that evening. They will also be looking for volunteers to help setup.

	<ul style="list-style-type: none"> ● Read-a-thon. Report given by Laura Rohrbach, the chairperson. The Read-a-thon is our annual and only fundraiser. The theme this year is “Horton Hears a Who” by Dr. Seuss. We will have parent volunteers come in to read the book in the beginning and then for the Medal Ceremony on Oct. 17th. The committee is looking for more volunteers and is meeting right after this meeting. ● Volunteer Coordinators: You can still sign up using the Viadale link if interested in volunteering. The deadline to sign up for Grade Coordinators and Homeroom Parents is 9/7. Volunteers will be selected on 9/11 and contacted shortly after. ● Yearbook: Chelsea Johnston, the chairperson, provided the update. Flyers were just sent home about purchasing a Yearbook. Starting price is \$18 through 9/22. Buy early to get the discount. If you are interested in being a photographer for the Yearbook and have a ‘real’ camera, please reach out to Chelsea. You can also upload any photos to the ReplayIt website. The ReplayIt app is down right now but an email will be sent when it is back up and running again. Michelle Adamshick passed along thanks to Chelsea and the committee for last year’s Yearbook which turned out great!
9. Report of Third Vice President	<p>Laura Rohrbach gave a report on the following committees:</p> <ul style="list-style-type: none"> ● Assemblies: Melissa Mertz, the chairperson for the committee, provided the update. She described the three school assemblies scheduled for the school year: The Pittsburgh Zoo in November, Civic Light Opera (Beyond the Moon) in February and the Carnegie Science Center in May. ● Bower Hill Day: Save the date 5/31. ● Homework Helpers: Carrie Ace, the chairperson, provided the update. Carrie described the after-school program which is for Grades 1-3. This Fall, there will be two sessions on Monday and Tuesday after school. The sessions are 8 weeks long and cost approximately \$15 per class. The committee is also looking for more volunteers. ● School Tool Box: Looking for feedback since this was our first year with a new company. There was some confusion about supplies but no errors were made by the company. The company unfortunately does not provide name labels, but it is a plus that you can omit certain items from the kit that you may not need to purchase. ● School Pictures: School pictures were taken on 8/31. Thank you to the volunteers – Laura Avampato, Dana Snyder, Renee Ehnert, Tara Matuszewski, Chelsea Johnston, and Jamie Etzel. If you forgot to order your pictures, you can still place an order. Picture re-take day will be Oct. 4th. ● Spirit Wear: All orders must be placed through AtoZ Connect. Sparkle shirts run small. Hoodies true to size or run large. Logos are interchangeable. Sample shirts are available in the PTA Room. Orders will come in at the end of October. ● Teacher Staff Appreciation – This Committee will be calling for volunteers to donate/supply/make food for the staff for both nights of Open House.
10. Principal’s Remarks	<p>Mr. Garvey welcomed all new and returning parents and presented the following remarks:</p> <ul style="list-style-type: none"> ● Assistant Principal: He introduced Mrs. Carfano, who is new to the position but not Bower Hill; she was a reading specialist the past 3 years so already familiar with the school. ● Box Tops: He discussed the Box tops program and the significant revenue source it can be for the school and provided examples of things that it has provided the school (e.g. iPad cart, wristbands for the HERO program). ● Benchmark assessments: Currently taking place for grades K-4. A letter will be going home later this week. ● Kid Talk: Staff meeting every 6 weeks to identify any student issues, addressed to provide remediation. ● Attendance Policy: has changed slightly and is a state-driven mandate. Excuse is required for all absences after 10 days. Previously these 10 days did not include educational field trips but now it will. A letter will be sent home after 3 unexcused absences. After 4 unexcused absences an

	<p>attendance conference will be required. Early dismissals are to occur after 12:30 p.m.</p> <ul style="list-style-type: none"> ● Rachel's Challenge – Bower Hill will work to incorporate Rachel's Challenge with the HERO Program. ● HERO Program: Helping Everyone Respecting Others – program at BH. One student selected each week from each classroom. Friday is the BTV recognition day and their picture is taken. There is also a giveaway; this year, the giveaway is red wristbands (since the white wristbands were a huge hit last year). "Unstoppable" is the theme. ● Hiring: Bower Hill is looking to hire substitute lunch/recess monitors.
11. Old Business	<ul style="list-style-type: none"> ● None
12. New Business	<ul style="list-style-type: none"> ● None
13. Announcements	<ul style="list-style-type: none"> ● Samantha McVicker and Julie Collins presented a brief tutorial of AtoZ Connect - the new way of connecting with other school families through an online directory. One stop shop for everything from signing up to become a PTA Member, paying membership dues, purchasing Spirit Wear, etc.

Submitted by: Michelle Adamshick
Michelle Adamshick, Secretary, 2018/2019

Date approved: _____