

HPTO General Meeting Minutes – Monday, March 7, 2018 at 7pm

Attendees: Bill Sparks, Amanda Kovach, Kristen Gulakowski, Carolyn Chiquelin, Alison Persichetti, Lisa McGough, Nikki Rosswog, Karina Chavez, Danielle Bradley, Lisa Hnatow, Rick Sumrok, Vanessa Sumrok, Lynne Shurina, Jaime Zuri, Heather Fiedler, Cherie Hnatow, Melissa Kwiatkowski, Amy Johnson

- I. Welcome and Opening comments- Kristen Gulakowski and Bill Sparks welcomed all in attendance.
- II. Events and activities-

Recaps:

- **Gift Baskets:** Carolyn Chiquelin reported that this fundraiser brought in a total of \$2,300. It was \$600 over the projected budget. The Art Show alone brought in \$1,700 towards the total amount. Very successful fundraiser.
- **Staff Appreciation Luncheon:** Amanda Kovach reported on McKay Shelkey-Bray's behalf. The luncheon was a success, as the staff enjoyed a relaxing lunch together. After lunch, staff members got to try many of the desserts that were provided by Hartwood families. McKay would like to thank Jennifer Squeglia, Carrie Classen, Kendra Lapiana, Amy Seymour, and Mary Ellen Carey for their help, creativity, and generosity as committee members. McKay would also like to thank the PTO for their support and those board members who attended the luncheon to help. During the luncheon, the 3 retiring staff members were also recognized. The cost of the luncheon was below budget. The committee has some great ideas already planned to make it an even better luncheon next year. Due to the district calendar, the luncheon is planned for January next year.

Upcoming:

- **Kennywood Picnic Pavilion:** Karina Chavez reported that this event is extremely popular, as 327 signed up. They plan to make it a welcoming environment but hanging the "Welcome Hartwood" sign. The chairs have ordered enough novelty ice creams for 360 people and they will also have an allergy friendly option. Karina also shared that the HPTO will only have to pay for what is used/consumed per dozen.
- **Field Day:** Carolyn reported that this event is on Thursday, June 7th. Hartwood will have the track in the morning from 9-11am. She informed those in attendance that the event will need a lot of volunteers and that a sign up will go out later this week. There will be 2 bounce houses, a dunk tank, bingo in the library, creation station, carnival games, and the prizes will be tickets for an opportunity to win baskets. One prize item is a Penguin autograph picture.
- **5th Grade Graduation:** Kristen reported that as with the past, the teachers and 5th grade families take care of the dinner. The HPTO will pay for the 5th grade Zone 28 field trip and t-shirts. Shirts were ordered for \$539 for the entire grade.
- **Chapel Gate Pool Party:** Melissa Kwiatkowski reported that this 2nd Annual event will take place on Saturday, June 9th from 5:30-8pm at Chapel Gate. There will be games, raffle items

(such as a gift certificate to Emmerling). The PTO will supply water, chips, watermelon, fruit, and treats. Chapel Gate will have the snack bar open. A sign up will be out later this week for those that would like to attend.

- **Summer Reading Program:** Amanda Kovach reported that Kristin Matthews and Amy Muchnok met with Ms. Moller and discussed ideas for the Summer Reading Program. They discussed ways to incentivize students individually and collectively. They are going to establish individual goals by grade and a school-wide goal so that even if kids don't reach their individual goals, their minutes can count toward a larger school goal. They plan to establish a reward for the collective goal. The chairs/committee are open to creative (non-food ideas) that are tied to reading. One idea that has been discussed is a collective school read in. Flyers will be ready by the end of May with more details and will be available for Kindergarten Orientation/bus tour day. Flyers will contain a suggested reading list by grade level for parents that struggle to find grade appropriate reading ideas.

III. Fundraising-

Recaps:

- **Square One:** Mrs. Galizia was the chair of this fundraiser this year. Ashley Marutiak helped her. We made approx. \$1,400.
- **Running Club:** Kristen Gulakowski reported on Beth Vukmir's behalf. She shared that there are 144 participants, 7 parent volunteers, and one teacher volunteer. Revenue is forecasted at \$1,127. Beth has the participants doing group activities based on grade level, including warmups and training lessons. Training lessons include pacing, breathing, and running form.
- **Yearbook:** Lisa McGough shared that publication is in the plating stage. This year's book has increased content by 12 pages and there are custom photos for backgrounds. Students were involved in the process. Lisa asked all teachers to proofread the names of all students in their classes to make sure all information is correct. **Lisa shared that 247 yearbooks were sold; 102 hardcover upgrades; 2 scholarship copies; 1 for reception desk and 1 for the library. \$315 profit**
- **Adult Night Out:** Lynne Shurina reported that the committee booked a bigger venue and more gambling tables this year due to last year's numbers. This event/fundraiser lost \$631. 127 were in attendance this year versus 170+ last year. Looking into new ideas for next year.
- **Emmerling Dine and Donate:** Will get numbers from Mike later this week. 30% of proceeds go to the HPTO.

On Going:

- **Box Tops:** Danielle Bradley reported that this year's grade level reward will be an extra recess and Emmerling Ice Cream certificates. Will need a K and 1st grade box top counter. The last day for collection is May 18. At this point, we are doing better

than last year. Mrs. Connolly buys books for the school with the money that we receive.

- **Apples for Students:** Has made \$1,228.

IV. Board Information-

- **District Forum:** Danielle reported that school start times were discussed at the most recent meeting. Experts were there to discuss what is in the best interest of the mental/physical health of high school students. No answer at this point as to what the schedule would be yet if this change would be made. Will not happen next year.
- **Blue Blocks and Indoor Recess Supplies/Containers:** Kristen G. reported that membership voted that we can spend up to \$8000. K-2 use the blocks indoors and outdoors. Ordered a used 105 piece set and 2 carts for \$5,700.
- **VOTE for HPTO Board Position Openings for 2018-2019-** Bill Sparks announced the 4 nominees and asked them to introduce themselves and their intentions. The 4 nominees are Melissa Kwiatkowski for president-elect, Rick Sumrok for General Director, Beth Vukmir for secretary, and Kristen Gulakowski for webmaster. A vote took place and all 4 nominees were unanimously voted in. Absentee ballots were also accounted for.

Thank you for taking the time out of your busy lives to attend and contribute to our meeting that benefits the amazing children and staff at Hartwood Elementary. Our programs would not be possible without your support and involvement. Please visit our website www.hartwoodpto.org and our Facebook page @fchartwoodpto throughout the year for more information.

Minutes prepared by Amanda Kovach - HPTO Secretary