

# HANCE ELEMENTARY

## PTO Board Meeting Minutes

*Date | time* 09/15/2021 at 6:30 pm | *Meeting called to order by* Marlena Wolfe, president

### In Attendance

Marlena Wolfe, Courtney Blood, Beth Klebacha, Anne Roegel, Meris Hoppe, Dr. Greta Kuzilla, Deborah Lund, Judy Adleff, Jen Gebrosky, various Hance parents

### Board

- Deborah Lund presented on Pine Richland Opportunities Fund
  - next event will be Sat Oct 2 at Cadance Clubhouse
  - Website for event: [https://www.prof-fund.org/proftoberfest\\_2021](https://www.prof-fund.org/proftoberfest_2021)
- Dr Kuzilla presented
  - focus on PR mission, vision and values - learning for every student every day
  - Highlighted PTO purchase of Hance Ram Pride cups in the front fence
  - Other celebrations: teachers are being trained to use the equipment from the Fab Lab within the curriculum and students will be able to use soon, Story Walk was installed (current book is Swimmy) and future books will correspond to monthly building theme, Chill Room created by PTO with art activities, yoga mats, mindfulness activities and lava lamp - currently being used by students with permission and will expand to other students in the future, outdoor classroom is getting lots of use
  - Book Club for parents - Flooded, link is in Friday Flash and will continue to run each week, first meeting is in October, all are welcome to join even without reading the book, will discuss managing emotions and there will be a great deal of reflection and discussion of strategies, all meetings are virtual
  - Meeting Minutes from the May 2021 Meeting were distributed and reviewed. A motion was made for approval of minutes by Judy Adleff and seconded by Beth Klebacha.

### Treasurer's Report

- Treasurer's Report was distributed and reviewed (presented by treasurer Beth Klebacha). Current budget is also available on the website for review.
  - Reviewed income, expenses and net profit
  - Income: dine out kits, spirit wear, shoe drive, ice cream social is back, offsite family events, grant-Wexford PTO, Life Touch, Food Trucks, Flower Sales, Box Tops for Education, Candy Sales (anyone who has a small business and would like to put out candy for sales, PTO is happy to partner with those businesses), Amazon Smile, Ink Cartridge Recycling
  - Expenses: classroom start up funds, technology, special projects for each grade level = \$500/grade, habitat enhancement
  - Capital Improvements: funded Hance Ram Pride cups, mats for under outdoor classroom tables,
  - Events Expenses: not reviewed in detail but available on website under link to budget
  - Admin Expenses: insurance, PROF grant, QuickBooks Online Subscription, Gaming License (required for raffles)
  - Staff Appreciation Expenses: luncheons, hospitality, secretaries day
  - Projected Net Loss
    - Currently running a deficit of about \$3,285
    - Budgeted conservatively due to Covid
    - Any little bit will help - treasurer call out for volunteers to help write grants
- PROF Grant: scholarship awarded to a graduating senior who went to Hance

- Questions/objections: None were voiced
- A motion was made for approval by Judy Adleff and seconded by Courtney Blood.

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## Committee Reports

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- Staff Welcome Back breakfast was a success
- Spirit Wear sale ended last Fri. Items will be distributed in the next two weeks.
- Directories have been printed and are in the process of being sent out
- Ice Cream Social - Fri 9/17/21
- Fall Picture Day: 10/21
- Car Rider Raffle: Will begin in Sept. Update will be available in 9/17/21 Friday Flash
- Fun Fore All Ticket fundraiser through Sept 25
- Bookfair ends September 17

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## Future Business

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- Presented by Anne Rogel (treasurer)
- Upcoming off site events: only one scheduled as of now but others are being investigated (possibly Flying Squirrel or bowling), similar to dine out night where families can go to the specified site and a portion of their purchase will go to Hance PTO
- Holiday Shop will not be held due to Covid. Would have to be virtual.
- Replacing Holiday shop and fall flower sales, possibly with: Spiritwear Winter Sale w/winter hats, umbrellas, masks
- Primary Prom will be June 3 so it can be held outdoors to accommodate possible Covid restrictions.
  - Same day as 3rd grade carnival
  - Call for volunteers for this committee.
- Facebook page
  - Thank you to Beth Klebacha for managing this site
  - To be used as a secondary site for information related to school events and updates
- Short and long term goals of capital campaign in next two years:
  - 1-2 hill slides
  - replacing large piece of playground equipment in next 4 years
- Still looking for homeroom coordinators:
  - 1st grade: Mezey
  - 2nd Grade: Fetterman
  - Courtney Blood is willing to walk any volunteer through the process, provide forms/link/templates, and support in any way needed
- Monitoring current covid conditions to make decisions regarding classroom parties and events
  - Dr. Kuzilla will communicate updates on this topic through Friday Flash
  - Current

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## Next Meeting

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11/17/2021 @ 9:30 am, VIRTUAL

Motion to adjourn was made at 7:29 by Judy Adleff and seconded by Meris Hoppe.