



# Meeting Minutes

**Thursday, September 19, 2019**

**Call to Order:** The meeting was called to order at 6:28 pm by Erin Mohr.

**In Attendance:**

Dr. Nate Frank	Cindy Wivell	Erin Mohr	Meshelle Pinzon	Kim Thatcher
Jessica Smith	Joan Crick	Ashley Joiner	Crystal Hirst	Joy Oberholser
Meghan McElroy	Beth Williams	Liz Datorre		

**Minutes from Previous Meeting:** Voted and approved

**Treasurer’s Report:**

- 2019-2020 Budget was approved at August 13, 2019 Executive Board Meeting
  - Changes from previous year’s budget – added \$250 for the student council and \$250 for the yearbook club
- Reimbursements are on hold until bank account is switched to a different bank
- Last year, teacher and parent room funds were underused. Discussed encouraging teachers to use these funds by increasing communication.

**Principal’s Report:**

- Rita’s was packed for our community night on 9/18/19.
- Bear Creek Night at Etown football game is 9/20/19 at 6:30pm. Students will line up by the tennis courts to greet players.
- Solar field dedication is on 9/24/19.
- Second year for Leader In Me program at Bear Creek
- Schoology – the school will move to this platform next year, Sapphire will still be used
- Bear Creek is in need of several instructional paraprofessionals. A link to the job postings will be shared.

**Teacher Updates:**

No update

## Standing Committees:

- a. **Assemblies:** Rainforest Animals assembly scheduled for 10/8/19 at 9am and 10am. Brain assembly is being considered for December or January.
- b. **Bear Creek Bash/6<sup>th</sup> Grade Send Off Party:** Bash – 4/3/20, Send off party – 5/29/20. There may be a conflict with the Living Museum for May 29<sup>th</sup>. Dr. Frank is checking with the teacher to see if Living Museum can be rescheduled.
- c. **Book Fair:** See attached update for fall book fair. It has been requested that the spring book fair be held in a location other than the science lab. Dr. Frank to ask librarian if it can be held in the library.
- d. **Box Tops for Education:** A flyer is to be sent home with step by step instructions for parents on how to use the digital app to scan their receipts. Users of the new app have 14 days to scan receipts. The first collection/contest will be digital box tops only and will be held through the end of October 2019. One homeroom from each grade will win a pizza party. Additional submissions will be November, January, and end of school year.
- e. **Community Nights:** The PTO made \$214 from Rita's night on 9/18/19 (15% of sales). Vinnie and Pat's was not included for the fall community night. Another Rita's night to be held in the spring, along with a sale of Rita's discount cards. The cards are sold for \$5 and the PTO will make \$2 for each card sold. Megan will check with Vinnie and Pat's for the spring community night. Additional options for future community nights were discussed, including a paint night at the Twisted Easel (or a Twisted Easel fundraiser hosted at Bear Creek), One Love BBQ or other restaurant partnership, or possibly a "downtown date night" to include interested businesses such as Knock Knock Boutique, Funk's, Feugo Latino, Twisted Easel, Luna Boutique, Folklore, etc. We would need volunteers to coordinate these additional community nights.
- f. **Community Service:** Thanksgiving food drive and holiday Giving Tree project coming up
- g. **Fundraising:**
  - i. **Spiritwear** – The sale runs until 9/28/19 through Designs Unlimited.
  - ii. **Sub Sale** – To be held in January. Sub delivery will be January 28<sup>th</sup>, 2020.

- iii. **Hershey Park Ticket Sales** – Sale is dependent upon Hershey Park’s schedule – usually takes place in March. PTO will be selling HP tickets, as well as meal and snack vouchers.
- iv. **Giant A+:** Erin to send an email reminder with instructions for parents to sign up. Will also be posted to Facebook.
- h. **Holiday Shoppe:** Many items have been purchased to date. A signup will go out closer to December for volunteers to help with this year’s Holiday Shoppe. We will also need a volunteer(s) to chair this committee next year. Shopping for next year commences immediately after the Holiday Shoppe this year.
- i. **Ice Skating:** March
- j. **Movie Nights:** First movie night is October 22<sup>nd</sup> after school. This committee will need a new chair next school year.
- k. **Room Parents:** PTO has money budgeted for each class. We will encourage room parents to use money for students.
- l. **Staff Appreciation:** Hosted a homemade caramel apple bar for the first day of school. Each teacher will get cookies on their birthday - a signup will go out for cookie bakers. PTO to provide a dinner during conferences on November 25<sup>th</sup> and a lunch on November 26<sup>th</sup>. Joan will be out of town for these dates, so she is looking for volunteers to help with setup/cleanup. A breakfast or hot chocolate bar was discussed for December.
- m. **Website/Facebook:** Ms. Shenk will continue to update the website for us and Ashley will keep up with PTO facebook announcements
- n. **Yearbook:** First club meeting was 9/19/19. They are reviewing the new 5<sup>th</sup> grade applications and working on the cover design at this point. The paper sale will run from November 4<sup>th</sup>-22<sup>nd</sup>. The online sale will begin November 4<sup>th</sup> and run through March. Books will be sold for \$15 and 6<sup>th</sup> grade tribute ads will sell for \$12.

## **Continuing Business:**

## **New Business:**

Flyers to go home with students should use the new PTO logo and be sent to Liaisons for approval.

**Adjournment:** Meeting was adjourned at 8:11 pm.

## Scholastic Book Fair Report

Dates-

Delivery: October 11<sup>th</sup>-14<sup>th</sup>

Set-up: October 16<sup>th</sup>

Fair running: October 17<sup>th</sup>-25<sup>th</sup> (Oct. 25<sup>th</sup> is our pack up day)

Family Night: Monday, October 21<sup>st</sup>, 5:30-7:30

- There are \$1,672 Scholastic Dollars expiring on October 5<sup>th</sup>, prior to the fair, so we had Mrs. Hibshman pick some items from the Scholastic Dollars Catalog. These are going to be a great addition to the Bear Creek Library and will benefit all students (and the books!): Cover One Book Repair Machine, Cover One Supply Kit, Cover One Paperback Supply Kit, Green Screen Kit.
- We will have \$8,851 Scholastic Dollars remaining to use for free books for the students.
- Each student will have a \$8 max book limit to use during the book fair.
- Each staff member will receive a \$5 coupon to use during the book fair.
- Sign-Up Genius for parent volunteers will go out the first week of October.
- Fliers with book fair info will go home with students the second week of October, approx. one week prior to fair.
- April H. will be attending the Scholastic Book Fairs Workshop at the Middletown Warehouse on September 24<sup>th</sup>.



# Meeting Minutes

---