

**NEW SALEM ELEMENTARY SCHOOL  
PTO MINUTES  
SEPTEMBER 4, 2018**

**MEETING CALLED TO ORDER:**

The meeting was called to order by Scott Kacpura at 6:44 pm.

**ATTENDEES:**

Rob Shick, Steph Kennedy, Anita Wallace, Mandy Madonna, Emily LeVault, Jerrod Lane, Aaron Hall, Donald Michael, Lori Dietz, Lisa Burke, Kerry Geace, Merideth Lutz, Scott Kacpura, Maureen Kacpura, Jessica Daniels, Holly Younts, Erin Ramsay, Kelly Stahlman, Erin Godling, Sue Holtzinger, Kara Olewiler, Tiffany Jeffers, and Michelle Shamer.

**SECRETARY'S REPORT:**

Motion to approve May meeting minutes by Scott Kacpura. Second by Jess Daniels, motion carried, May minutes approved.

**PRINCIPAL COMMUNICATIONS:**

Mr. Shick welcomed everyone back. Review of roles of Stephanie Kennedy regarding the PTO. Job openings are available with SGASD.

**TEACHER COMMUNICATIONS:**

Teachers were welcomed to the meeting and reminded to turn in receipts for their reimbursements this year.

**OLD BUSINESS:**

**NEW BUSINESS:**

1. **Yearbook** - Tiffany Jeffers presented for the school yearbook.
2. **Restaurant of the month** – Jim & Nenas 9/14
3. **Free money** – Giant A+, 240 cards registered, starts 9/7 until 3/16/19, Box tops – check for December will be \$1165 with a deadline of 11/1, Rutters Rewards, runs July-Dec. Request was made by current chairperson for new chairperson as she has moved onto to another school. We are no longer doing labels & coke bottle tops.
4. **Welcome back breakfast** – teachers/12 bus drivers, need donations of donuts, muffins and casseroles.
5. **Trunk or Treat** – DJ has been confirmed, set up at 5pm, will be from 6-8.
6. **Breakfast with Santa** – Santa has been confirmed, need to tell Tanya how many pancakes we need 4 days before. PTO was told we will be charged for use of cafeteria staff. Price was obtained at \$570 for two cooks and two custodians for 5 hours.
7. **Bingo** – Will be held at Porters Fire Hall, February 10<sup>th</sup>. Michelle Shamer is chairperson for this event and is looking for volunteers.

**TREASURER'S REPORT:**

Motion to approve budget and transaction report (7/13/2018-9/4/2018) by Holly Younts. Second by Jess Daniels, motion carried, budget and transaction report approved.

**ADJOURNMENT:**

The meeting was adjourned by Scott Kacpura at 8:18 pm.

**NEXT MEETING:**

The next PTO meeting will be on Tuesday, October 2, 2018 @ 6:30 pm in the library.

Respectfully submitted by Holly Younts, PTO Co-Secretary