

Cornwall Elementary School

PTO Minutes

March 7, 2024 @ 6:00 p.m.

Attendance: Michelle Forker, Mary Schneck, Kaitlin Miller, Michelle Zeisloft, Elizabeth Surmacz, Maria Schelhorn, Liz Finch, Sarah Conville, Lisa Koval, Jodi Price, Stephen Moyer, Kehinde Bashua, Erik & Nancy Soulliard, Dana Risser, Michelle Gill, Jamie Hansson, Melissa Monk, Nate Artz, Mike Brunner

Call to Order @ 6:00 by Mike Brunner – Important Update – Cornwall PTO IRS bill of \$3,000 has been resolved. Letter in hand shows zero balance. No other debts are due.

Board Reports

- o **Secretary Report**

- o Motion to approve by Jamie Hansson, 2nd by Nate Artz

- o **Media Secretary Report – Nancy Soulliard**

- o Movie Night was attended; but not widely popular-poor attendance
 - o AHA Kids Heart Challenge photos were posted on social media
 - o Friday, March 1st - 1st Art Friday was very popular; 300 students attended.
 - o Teacher Snack Shack-many donations received-Amazon wish list is available and items can be sent directly to the school
 - o Reading Across America posts are coming
 - o Funck's Fundraiser ongoing-posted, will repost March 13th- All orders are due by March 15th; PTO will purchase gift cards for future needs, retirement, custodian appreciation, etc.

- o **Yearbook Update – Michele Gill**

- o Nancy to advertise on social media
 - o Erik to send photos to Michelle through a link
 - o Lifetouch categorized teacher names by number and there is no organization with grades and teachers
 - o 5th grade awards – June 6th; Daisha requested names and awards in an electronic document-Mr. Artz will assist with this information
 - o Sold 77 yearbooks to date
 - o Lifetouch has \$3500 credit, will cash out at the end of year; credit will be issued

- o **Treasurer Report – Jamie Hansson**

- o Account balance - \$110k with money market and ledger
 - o Account is in good shape for upcoming field trip requests
 - o Board By-Laws meeting date TBD

o **Principal Report – Nate Artz**

- ☐ Friday, May 17th -Art Show/Music Week -2-hour time frame total for the show
- ☐ Read ACROSS America this week
- ☐ School is in session this Friday, March 8th
- ☐ Field Trips beginning in May

o **Coffee Pot request by Mr. Artz for staff**

- ☐ Current coffee pot (Braun) leaks, paper towels surrounding pot.
- ☐ Mr. Artz requested \$1800 coffee maker (commercial grade)-grinds beans, one cup at a time, makes tea and coffee
- ☐ Jamie made a motion to approve the purchase; 2nd by Mary second it - All in favor to approve

o **Guest Attendees – 5th grade teachers**

Mr. Moyer

Mrs. Shelhorn

Mrs. Koval

Mrs. Zeislot

- ☐ **5th grade Field Trip** Franklin Institute in Philly-Tuesday, May 28th
 - Expense is coach bus \$4650/per bus
 - 5th grade picnic in June-PTO assisted with pizza from in the past~ \$100 Mancino's helped-they do a sign-up genius for everything else.
 - Motion to cover pizza after donations received-All in favor
- ☐ **Field Day** June 3rd, rain date of June 4th
- ☐ **Morning Announcements** are coordinated by Mr. Moyer; new equipment is coming in the next 2 weeks from a grant; new items include a laptop, secondary camera, and broadcast type. There will be a break from morning announcements in the next few weeks.
 - Mr. Moyer is looking for advertisements for the announcements. PTO was not aware of this opportunity to advertise events. Erik will be in touch with Mr. Moyer
 - Every kid gets a chance to do the morning announcements

o **Funding Request update – Mrs. Price**

- ☐ PTO approved \$3200 annual budget in December 2023; Previous budget prior to COVID was \$4,000
- ☐ Formal vote to approve \$4,200 to provide every grade with an amazing art experience this year– All in favor, no one opposed
- ☐ Digeridoo assembly and workshops scheduled - Lowes will donate 10 pipes, they will provide 15 at cost approx. \$110
- ☐ With secured \$3200; there will be an assembly for the entire school and all 5th graders to make digeridoo
- ☐ 4th grade-does workshops Art of Invention -help students to explore sculpture-4th grade will create sculpture garden-charge \$565, travels fee \$95, cost of materials \$2/student=\$905

- ❓ 3rd grade – Mimiinspirations.com will do Live workshops for 3rd grade and stream the workshop for the rest of the school
 - ❓ 2nd grade - project in the garden by Mrs. Kaylor
 - ❓ 1st grade is doing an Origami project
 - ❓ Arts Week-Book Fair will be held in the elementary building for Spring 😊
- o **Additional Funding request** - 4th grade wants to purchase Eclipse viewing glasses \$300 total - Mary 1st, Jamie 2nd (Motion approved)-All in favor
- o **Fundraiser Update – Daisha Love** - Funck's fundraiser is going on; Orders due Friday, March 15th
- o **Committee Updates**
 - ✓ Holiday Shop-inventory completed
 - \$7.6k inventory on hand from 2023
 - \$150 worth of outdated products donated
 - \$12 damaged and discarded
 - CVS/Kohl's purchases recently made but unaccounted for in inventory to date
- o **Other Business**
 - No retirements currently
 - Jen -Head custodian (left with a mess after movie night)-motion to approve \$50 Funck's gift card-Mary motion, Jamie 2nd
 - Next Movie night-no popcorn, possible comedian
 - Kindergarten registration volunteers needed
- o **Upcoming Events**
 - ✓ **March**
 - o 15th Falcon Friday
 - o 20th Music in Our Schools
 - o 28th School make-up day
 - o 29th No School
 - ✓ **April**
 - o 1st No School
 - o 5th Falcon Friday
 - o 8th No School
 - o 17th String concert
 - o 20th Band concert
 - o 25th Middle School orientation
 - o 26th Falcon Friday

Adjournment of Meeting: 7:04 p.m.

Next PTO Meeting: Thursday, April 4th @ 6:00 p.m.