

PTO Board Meeting – Buckingham Elementary Tuesday, January 17 2023

Present: Mr.Estep, Johanna Kane, Joy Shuck, Sarah Lazzaro, Melissa Hollinger, Anne Klimpl, Lauren Smith, Kara Kasper, Rachel Olenick

Call to Order: 9:31 AM

Approval of Minutes: December minutes were approved by Johanna and Joy

Old Business:

- Fall Book Fair
 - Success, began discussion of volunteer clearances. Joy to write up a step by step guide to how to check the status of your clearances before signing up.
- Fun Fest
 - Cat Stephenson has stepped down as co-chair after years of coordinating wonderful events. Saunsanie Kitchko will continue as Co-chair and Melissa Hollinger has volunteered to be the new co-chair alongside Saunsanie.
- Silver Graphics
 - Big success, Joy handed distribution. Discussion followed on making this an annual instead of every other year. Further discussion with Mr. West to determine feasibility on Art Show years.
- Dine and Donate – Success
- Veteran’s Day Celebration/Luncheon
 - Successful event, next year potentially adding local scouts to the ceremony
- Angel Shoppe/Secret Shoppe:
 - New traffic plan worked well, discussion of earlier end time for next year.
 - Moving secrete shoppe items for storage in the shed after next years event.
 - Discussion of using a company in the future that runs these events. Eliminates the need for an event chair to shop for the items but we have less/no control over the items and quality.
 - Looking for a chair for next year to co-chair with Karen. Anne Klimpl expressed interest in learning more and possibly stepping into this role
- Science Alive
 - Work in tandem with Mr. Radcliffe next year for timing/planning coordination
- Fall Conference Staff Luncheon
 - Feedback was glowing, Holly planned a beautiful luncheon and the teachers and staff appreciated the warm atmosphere in the library.
- Joe Corbi’s Pizza
 - Switching distribution to one afternoon (just Thursday 4-7pm) to eliminate the need to keep the items frozen overnight.

Upcoming/Ongoing Events:

- iRun4Life

- Rachel Olenick runs this event and was present for today's PTO meeting. She gave excellent insight and background on the irun4life organizations and where her pain points were in running the event last year.
- Event requires at least 15 consistent adults for the duration that act as coaches. On top of these adult volunteers there are 15 high school student volunteers that allow the event to run smoothly.
- Last year there wasn't enough interest/volunteers to host the color run. Mr. Estep suggested having a separate sign up genius JUST for color run volunteers. This could come out after the initial 15 spots are filled. Likely many of the parents of the runners would want to participate and see their kiddos in this event!
- Discussion also of the 2 step registration process Registering with iRun4life and then also paying through myPaymentPlus. How to best present this to parents to make it streamlined and easy. Last year many parents did one and not the other.
- Family Bingo
 - Date is set for Feb 3
 - DeeDee Snyder is the chairperson.
 - Plan to increase seating to accommodate 180-200 people
- Phantoms Game
 - Shannon reported 77 tickets sold at \$5 profit per ticket = \$385
 - Suggestion for next year is not to have it on a holiday/long weekend
- Science Fair
 - Joy Shuck and Cara Miller are partnering with Mr. Radcliff
- March
 - Scholastic Book Fair
 - Spiritweat Promotion
 - Golden Spoon
 - MVP Bowling
- April
 - Boon Supply
 - Yearbook Order timeline?
 - Sweetheart Dance

Treasurer's Report:

- Fundraising achieving and exceeding goals
- Field trips and other event costs are frontloaded in the school year. We are on track to keeping to our estimated budget.
- Discussion of adding or highlighting a "DONATE" button on our website and possibly adding this as an item in the newsletter.

Principal's Report:

Review of Current Business:

- Start recruiting new board members for 2023-24 (Co-President and Vice President)
- Phantoms Game – Feb 19th
 - We'll need a new chair for this event next year
- Committee Chairpersons (or shadow) needs: Phantoms Fundraiser Chair, Joe Corbi Fundraiser, Secret Shoppe Co-Chair, Dine & Donate Chair.

Adjournment: 10:50AM

Minutes respectfully prepared by Melissa Hollinger, PTO Secretary