

**Sabillasville Elementary School
Parent Group Inc., Minutes
January 9, 2017 6:06pm – 7:11pm
SES Media Room**

President: Barb Messner
Vice President: Shelly McConnell
Secretary: Heather Deviney & Angie Hahn
Treasurer: Jenni Coles
Principal: Kate Krietz
Attendees: List is in secretary binder

The meeting was called to order by the SES Parent Group Inc. President, Barb Messner, at 6:06PM.

The purposes of the PTO were read and the December meeting minutes were read and approved, with a motion by Heide Hench, and a second by Kate Krietz.

President's Report: Barb Messner

Snow Tubing events are scheduled for January 24 and February 27. The fliers with the event code are available. Heather will make copies on a half sheet and send it out with the newsletter.

Secretary Report: Heather Deviney

The newsletter will be sent out this week. She needs pictures of the Slim Harrison Cultural Arts Program from anyone who has them.

Treasurer's Report: Jenni Coles

Jenni read the contract for Slim Harrison's program wrong and wrote him a check for \$600, when the correct amount was \$220. She has corrected this error.

She received the check from Salisbury State for Kendra Pastor, will write & mail the check to FCC.

She received a Box Tops Awards check for \$349.10, which she will deposit tomorrow, along with \$87 in memberships and directory income.

We had expenses of \$34.48 for the snacks for the winter concert, and \$99.00 for the advertisement for the 5K in the Catoctin Banner.

She received a check from Martin's for \$26.52 in A+ Rewards, \$702.40 for late Believe orders, and \$15 for the 5K.

We had a total of \$743.92 in income, and expenses of \$133.45. Our December bank balance is \$2849.69.

Fundraiser Report: Kris McGinnis

Kris asked the group in which direction did we want to go for a Spring fundraiser. She has information from many different places. We decided to do a Hadley Farms fundraiser in February, a Yankee Candle fundraiser in March, our annual Hershey Park ticket sale in March/April, and a yard sale in June. We decided against a fundraiser in May because of Staff Appreciation Week, where we will be asking for donations of items for our activities associated with that.

Secretary Report: Aubrey Harbaugh for Angie Hahn

The yearbook order forms have been sent home. The cost is \$15.50. The due date for money and orders is March 31. The fliers for the 5th grade "About Me" section have been handed out and the students have been bribed with Mountain Money to return them by the due date.

Scholarship committee volunteers were solicited. The hope is that Angie Hahn will be in charge of this again, as she did such a wonderful job last time. Kate Krietz will be on the committee, as well as Jenni Coles and Heide Hench.

The McAfee girls lost their grandmother (their guardian since birth) in December. In the past, the PTO has donated \$100 to a trust fund for a child who lost a parent/guardian, however the MacAfee's do not have one at this time. Per law, the PTO is not allowed to donate cash to the family, so we decided to wait and see what future needs will arise, as the family is currently overwhelmed with community support. The funeral for Mrs. McAfee was private, but there is talk of a memorial service in the future, so perhaps a trust fund will be set up for the girls at that time.

Member Report: Aubrey Harbaugh

Walmart has sponsored a Box Tops incentive, where if you buy a specially marked product from Walmart and turn in the label, the school will receive one entry per label into a drawing for 50,000 Box Tops (\$5000). The deadline for these labels is March 1, which is the same deadline for the April rewards check. Heather will send that information home in the newsletter.

Principal's Report: Kate Kreitz

Kate said the holiday parties and Box Tops reward for the classes were a great success. The kids really enjoyed the popcorn and the book. The staff loved the mugs and cocoa they received as a Christmas gift. She said to keep up the good work!

Teacher Report: Heidi Hench

Heide echoed Kate's statement that the staff loved their mugs and cocoa.

Volunteers are needed for several upcoming events:

Spring Box Tops Reward – Jenni Coles and Jennifer and Wayne Clester will take care of this activity. We will offer a snack, a book, and an activity with a theme, which will be decided by the committee and brought back for discussion. The budget left for this line item is \$200-300.

Staff Appreciation Week -- Jennifer Clester has volunteered to be in charge of this event. She will need many volunteers, as she has small children, so she can't be at the school a lot of the time.

Spring Yard Sale – Heather Deviney has volunteered to head this committee. She will take care of the advertising and marketing of this event, starting in February. We have decided to accept vendors, as well as yard sellers, and we are looking into the possibility of food vendors as well. We will charge for the space, and the yard sellers will pay less than the vendors. We will need to budget to pay for the use of facilities, including the janitorial staff for that day.

With the closing of Cosmic Skate, we began to brainstorm ideas for the end-of-year party. We decided to table the discussion until next meeting, but our idea is to have a carnival-style picnic with games and bouncy house on the last day of school, which is currently June 16. We will provide the food. Kate will check with FCPS food services for pricing on the food.

The meeting was adjourned at 7:11PM.

Next meeting: Monday, February 6, 2017, Media Room, 6:00pm

Submitted by: Aubrey Harbaugh for Angie Hahn, SES PG Inc. 2nd Secretary 02/06/2017