

MINUTES

Marion Walker Elementary PTO Executive Committee Minutes

July 16, 2015

The meeting was called to order by Tara Ripka at 6:52p.m.

Next meeting will be Aug. 13, 2015 at 6:30 p.m. at Tara Ripka's House

In attendance

Heather Huntsinger, Tara Ripka, Andrea Harman, Denise Shivey, Kim Kneas-Hilliker, Kim Belcher, Tonya Januszki, Jane Haranin, Bikem Oskin, Patty Correll, Erin Cernuska, Katie Baney and Cindi Bringer

Approval of Minutes

Secretary's Report approved

Jane Haranin (1st)

Kim Belcher (2nd)

New Business

- Volunteer restrictions are changing.
 - Holiday Store volunteering is still up in the air. Tara will follow-up about the following:
 - What about High School students? Kids under 18?
 - Bonnie Gebhart, secretary at the High School, can help coordinate volunteers.

Liz Stone sent the following email:

Existing volunteers, whose clearances are more than 5 years old, will need to update their Police Record check and Child Abuse clearance. If they expire at any point during the upcoming school year, they will not be re-approved for this year until we receive the updates (so basically if they are dated before June 15, 2011 they will have to update before the school year starts). I will be sending out a letter to all current registered volunteers with dates of the clearances we have on file (just waiting on approval of the content now) so they will know if they need to update.

They will also need to fill out a District "Residency Affidavit and Arrest/Conviction Report" (this form will be sent out with the letter informing them when their clearances expire). On this form they will need to indicate how many years they have lived in PA and attest that they haven't been convicted of any "reportable offenses" (mostly dealing with child endangerment, abuse, etc.). If they have lived in PA for less than 10 years, they will also need to submit an FBI clearance (cost is approximately \$28-30).

Starting July 25th, volunteers can get both the Police Record and Child Abuse clearances for free. However, they will be marked "for volunteer use only", so if needed for employment they would not be valid for their job (they can use their paid "employment" clearances for volunteering though). You will only be able to get free ones once every 3 or 5 years (originally the law said clearances would need to be updated every 3 years, so they said you could get new ones every 3 years; then they recently changed the requirement to 5 years, they haven't said whether that affects how often you can get free clearances, but I'm going to guess that will also be changed to 5 years).

I'm not sure about the Child Abuse clearance, but for the Police Record check you can now only access the Certificate once (which is what the school needs, NOT the email confirmation or the summary page or the Invoice – it MUST have the PA seal in the background and the signature of the Lieutenant Director) so they should either make multiple copies or save the file on their computer in case they need it for other organizations.

For new volunteers – Keep in mind that the District still needs clearances to be less than one year old when they are initially turned in, so if they are getting clearances for somewhere else, and they THINK they might want to volunteer at the school within the next couple years, they should turn them in BEFORE they are 1 year old.

Existing volunteers who already have a TB test on file will not need to update that, BUT new volunteers still need to submit results of the test.

Okay and here is the part I'm not sure about yet ... (being decided by the Board policy committee): It is looking like the whole "you can come in 5 times without needing clearances" is going to go away. If you want to volunteer, you need clearances, day one. They are probably going to slightly redefine volunteering vs. visiting. So if you are observing, or doing something not directly involved with kids, you are a visitor. So people can attend graduation, watch field day, go to the Teddy Bear tea party, be a guest speaker, help their own kid only with a project or presentation (student want the family pet to come in for show and tell for example) and they are VISITORS not volunteers. They are probably also going to say that Fundraiser Distributors and Teacher Appreciation lunch servers are visitors since they do not deal with the kids at all. Everyone else will need clearances to volunteer. Like before, this will apply to the school day only – so Carnival and other PTO events after the school day are fine.

Liz

- Budget – Cindi went though the Budget and what is in it.
- Teachers are spending what they are budgeting for.
- Next budget will have 2 more teachers on it. And budget will go up \$600.
- Field Trips. We went up to budget. Busing is expensive. Kindergarten and 1st Grade didn't ask for money. They went to free trips. 5th grade trip Philly needs to be looked at. We paid \$2,000 for the busing.
- Move the money from the Promethean Boards into something else.
- Move the 5K to the fall in conjunction with "Girls Just Want to Run"
- Increase Field trips will be \$10,000
- Increase Carnival \$3,500
- Increase Holiday Store to \$1,000
- Take out the Smart Boards
- Special projects will be \$2,000
- Pumpkins \$300
- Fundraising – Field Day T-Shirts. If we raise the cost of the T-Shirts we could raise more money. Raise the cost of the adult t-shirts. Field day at the School versus the Park – Give the fire station the money from the bus to use the firehouse of the church across the street to use their space. Mrs. Hamilton wants to move the Field Day
- Options for Fundraising – With all of our fundraisers we should has something stating what the fundraisers are for
 - Keep Scenty
 - Mixed Bag
 - Cookie Dough
 - Marianna's
 - Little Caesars
 - Gardner's Candies
 - Sheetz
- Minutes need to be given to the treasurer as soon as the meeting is over. And then we need to go to the bank and sign the card.
- Meeting Dates for next year – 2nd Wed. of the Month at 7 p.m.
 - Sept. 9
 - Oct. 14
 - Nov. 18
 - Jan. 13
 - Feb. 10
 - March 9
 - April 13
 - May 11
- Holiday Store Dec. 11th — Snow Make Up 14th — Sick Day 15th
- Carnival Date — Feb 26th — Snow Day March 4th
- There will be ice cream at the Kindergarten Parent Orientation
- Think about Parent Council Meetings. If you have any issues please let Tara know.
- Volunteer Forms need to be filled out and clearances need to be sent in.

Motion to adjourn meeting made at 9:08 p.m.

Patty Correll (1st)
Jane Haranin (2nd)