



## Swiftwater Elementary Center

Parent Teacher Organization

135 Academic Drive

Swiftwater, PA 18370

---

September 11, 2019 | **GENERAL MEETING MINUTES**

---

E-MAIL ADDRESS: **secpto@gmail.com**

---

FACEBOOK: Follow our page at **Swiftwater Elementary Center,PTO**

***Please note: Volunteering in SEC is a privilege that we need to respect. When we host events, we need to be mindful of the school atmosphere, therefore, all volunteers must go directly to and from the office during the event. Volunteers cannot be in the halls or checking students' classrooms during these times. This will lead to PTO and Volunteers losing privileges to help the students and school with events.***

***All Board members were introduced in the beginning of the meeting. In attendance:***

Heather Judd, President

Georgette Lake, Vice President

LaDon Ward, Treasurer

Steve VanAuken, Financial Secretary

Lisa Frailey, Recording Secretary

Aline Stroessner, Corresponding Secretary

---

**BUDGET:** See Treasurer's Report

- **CHECKS-** Information that should go on checks: Teacher, Child's Name, Home Phone. Will discuss procedure for bounced checks.

---

**OLD BUSINESS:**

- Review of purchases made last year (report available from the PTO Board)

---

**NEW BUSINESS:**

---

- Smencil Sale 9/13
  - Description of 'smencils' as smelly pencils.
  - Explanation of sale during student's lunch period-with a maximum purchase of 2 smencils per student.
  
- Bookfair 9/16-9/20
  - Volunteers are in need of volunteers - please contact Georgette.
  - Each homeroom was given a date in which their class will be attending the book fair. (Fliers were sent home)
  
- Reading Acadience Assessment 9/16-9/23
  - Volunteers are in need for both reading and math 'dibbles'.
    - Please contact Aline.
  - \*This is a no sibling event.
  
- Concert in the field 9/27
  - Explanation and description of event.
  - Cotton candy machine debut!
  - Some volunteers will be needed.
  - Other activities during the event (PCD demo, simple outdoor activities)
  - RSVP by 9/20 with payment of \$5.
  
- Pasta Sale 9/30-10/11
  - Newer fundraiser- brought back from the past.
  - Description of variety of products that will be available to be ordered.
  
- Box Tops 10/1
  - Ongoing fundraiser.
  - Physical boxtops still be accepted.
  - New: box tops mobile app.
  - Check expiration!
  - Monthly winner explained- per grade- students that bring in boxtops are entered into drawing
  
- Cardinal Carnival
  - Description of carnival.
  - Request for volunteers.
  - Explanation of concessions (popcorn, cotton candy etc.)
  
- Picture Day 10/8
  - Request for 16 volunteers total (8 in the morning/8 in the afternoon)
  - Emphasizes PTO strictly only provides volunteers- does not have anything to do with Lifetouch.
  
- Tricky Tray 11/16 > Committee & Volunteers

- Explanation of issues with location of the tricky tray and legality issues with the township/county in regard to tricky tray events.
- Accepting suggestions for locations outside of Paradise Twnshp (contact Georgette)
- Popcorn Parties > Wednesday Volunteers
  - Explaining popcorn parties and that it is ultimately the teachers decision on what day the popcorn party will take place.
  - Request for volunteer for popcorn popping. \*no siblings

---

#### UPCOMING EVENTS:

---

- Health Screenings (Volunteers)
  - No definite dates have been set.
  - Physical education teachers have already taken height/weight measurements.
  - Volunteers are in need (this is a no sibling event)
- Family Math/Science Night 10/17
  - Daytime/Evening presentations are different
- Food Drive 10/21-11/1
  - Fliers will be sent home.
  - Each homeroom has been assigned a particular item.
  - Requested that items donated be new, unopened and unexpired.
- Trail of Treats 10/25
  - Questioned if set up can begin prior than 5:30.
  - Contests of best decor.
  - Flier will go home few days prior to event to confirm # of candy required to bring.
- Holiday Shop 12/9-12/13
  - Volunteers will be in need.
  - No item costs more than \$5.
  - Every student will receive \$1 cardinal dollar to be able to purchase an item.
  - \*\*Do Not send credit card to school with student\*\*
- PTO Snowball Dance 12/13
  - 1st PTO winter dance (typically held in Spring)
  - DJ/photo booth will be in attendance.

---

#### ONGOING FUNDRAISERS:

---

- Weis Receipts \*NO self-checkout
- Shopparoo
  - \*upload all shopping receipts
- Giant
  - \*please log onto your Giant savings account and add our school
- Box Tops

---

NEXT MEETING:

---

*October 9<sup>th</sup>, 2019 @ 10am*

