

Williams Township Elementary School PTA General Membership Meeting Minutes  
September 12, 2023

- Pledge of Allegiance
- Call to order: 6:34 pm
- Principal's Report - Kevin Steidle: Mr. Steidle thanked everyone for coming and for all the support so far already this school year from the PTA and families.
  - Cadence Dibbles assessments are taking place this week
  - Picture days will be Sept 18 & 19, individual class info comes home in folders
  - There is no school on Oct. 9 (Inservice day)
- Treasurer's Report- Jessica Mazzie: Detailed Treasurer's report was made available to all in attendance. Beginning balance was \$19,827.20, ending balance is \$26,536.65. Income of note was the remainder of the Fun Run earnings, and debits were for the Ice cream social, MoneyMinder, Kindergarten Orientation.
- Secretary's Report- Rachel Stear:
  - Correspondence- Thank you note from staff for treats and lunch during inservice week, thank you note from scholarship recipient. Both were passed among those in attendance
  - An explanation was given of the minutes approval process, to begin at October meeting in order to accept minutes in an orderly fashion and to keep an accurate record, per PTA bylaws
- Vice President's Reports- Melissa Gutekunst & Beth Plone: Beth explained that VPs are always available as liaison and assistant to the President. Parents should feel free to reach out anytime!
- President's Report- Tiffany Stevens:
  - Explanation of Membership- must be a member to vote and to be a committee chair/co-chair. Dues go toward National PTA, State PTA, and for operating costs of our PTA. Note new tablespace and signage to increase visibility
  - Review of recent events- Lunch and treats for teachers, Ice Cream social, Kindergarten Orientation
  - Upcoming events:
    - 9/28/23 FNO @ Mueller's
    - 9/30/23 Fest O' Fall (Bake sale items and volunteers needed)
    - 10/03/23-10/5/23 Book Fair
    - 10/10/23 PTA Meeting
    - 10/22/23 FNO & Bake Sale @ Olde Stone Farm
    - 10/28/23 Trunk or Treat
- Committee Chair/Co-Chair Reports
  - Book Fair- Beth Plone: there will be 2 book fairs this year, the fall sale will be 10/3-10/5 during school hours. Volunteers will be needed and sign up will be through the PTA website. Co-chair position is open
  - Enrichment- Jessica Mazzie: The goal is to have after school enrichment programs that would be 1 day per week, for 1 hour, for 6 weeks. Currently, the

only prospective program is MadScience, which would be a cost of \$85 per student. That cost includes supplies and a take home each week. Open to any ideas, connections, or parent involvement in this area

- Family Night Out- Melissa Gutekunst/Rachel Stear: Sept 28th at Muellers from 4-8, 10% of sales will go back to the school. There will be a coloring contest and raffle. Old Stone Farm will be Oct 22. The rest of the year is still in the works
- Fun Run- Tiffany Stevens: Event is in May, but in November we will start reaching out and collecting donations for prizes
- Trunk or Treat- Jessica Mazzie/Paige Borger: Jessica is working on food trucks, we have 1 booked so far. The PTA will possibly have drinks and snacks for sale if no other food trucks are available. Event is Oct 28th from 5:30-7:30
- Holiday Bazaar- Beth Plone: The bazaar is a holiday shopping event that takes place in the recess room, with items ranging in price from \$1-\$5. No date has been set yet, but it should be the first or second week in December. A co-chair for this committee would be ideal
- Membership- Tiffany Stevens/Beth Plone: Working on being more visible, having a presence at events. Pointed out new signage and brochures, magnets. Reminder to everyone to get/update clearances to be able to volunteer
- Playground- Megan Benevides: (Chair not present) Tiffany gave an overview of Megan's work with vendor to develop a 3 phase plan to create a more inclusive and updated playground. We hope to receive grants, and will also have strong fundraising endeavors for each phase of the project once plans are finalized
- Room Parent/Volunteer Coordinators- Tiffany Stevens: Explained that room parents help teachers, serve as a PTA liaison, and help with staff appreciation. Room parents should make sure there is at least one parent from their classroom present for each PTA meeting.
- Spiritwear- Megan Benevides: (Chair not present) Tiffany reminded everyone about the 1st Place Spiritwear sale (30% off) ends 9/21. The PTA is going to carry an inventory of merchandise and spirit wear to sell at events, in addition to the online store
- Sweetheart Dance- Paige Borger (Chair not present): A date and location have not been set yet, but will be somewhere in the February Time Frame, at a location other than the school
- Ways and Means- Tiffany Stevens: Not much to note yet, we will have bake sales at Olde Stone Farm and Williams Twp Fest o Fall
- Yearbook- Sarah Poynton- We have committed to using Jostens for the upcoming year. Always looking for parent volunteers to take pictures for the yearbook. Discussed the possibility of having a cover art contest for the 4th grade classes
- Committee Chair/Co-chair Openings: Anyone interested in being on a committee should email [wtespta18042@gmail.com](mailto:wtespta18042@gmail.com).
  - Open Committess Include: Art Show, Fourth Grade Celebration, Fun Run, Holiday Gift, Retirement, Scholarship, Science Fair, Spirit Day, Staff Appreciation, Winter Carnival

- Upcoming Events- See above under “President’s Report”
- New Business
  - School Shirts- We are working toward this being the holiday gift this year. Will need help coordinating sizing and other logistics
- Phantoms Night Out- The Phantoms contacted us regarding fundraising. We would get \$5 per ticket sold and with 150+ sold, the proceeds from that night’s 50/50 raffle and chuck-a-puck
- School Directory- several families have expressed interest in having a school directory. To be included in the directory, families would need to opt-in by providing their information to the PTA for this purpose. A flier will be sent home
- Spirit Table- See above under “Committee Reports, Spiritwear”
- Facebook Page- “Williams Township Elementary School PTA” A new page was created in order to move from being a business page to a group page, which allows for members to create posts rather than admin only. Please be sure to follow the new page
- The PTA website is [www.williams.my-pta.org](http://www.williams.my-pta.org)
  - See the website for links to clearances, volunteer signups, and PTA information

Meeting adjourned at 7:07

Respectfully Submitted,

*Rachel Stear*

Attendance	Member (Y/N)
Josh Pezzanite	Y
Britney Rush	N
Andrea Davis	Y
Mercy Barrow	Y
Sean Metzgar	N
Beth Plone	Y
Rachel Stear	Y
Melissa Gutekunst	Y
Jess Mazzie	Y
Maria Roa	Y
Rogina Garcia	N
Belma Gurler Kolcalar	Y
Stacy Seltzer	Y
Erin Holmes	Y
Kaitlin Marks Zeek	Y
Michele Piccinich	N
Kevin Steidle	Y
Janine June	Y
Anna Kang	N
Sarah Poynton	Y
Tiffany Stevens	Y

Total 21 in Attendance, 15 Members