

Williams Township Elementary School PTA  
General Membership Meeting Minutes  
October 10, 2023

- Call to Order: 6:31
- Pledge of Allegiance
- Principal's Report- Kevin Steidle:
  - Some upcoming events- Friday Oct 13 will be the Fire Safety Demonstration and 1st grade hat parade. 3rd and 4th grade will have the study island benchmark coming up the week of Oct. 16. 1st grade field trip to Unangst Farm was a big hit. Kindergarten is looking forward to their Jacobsburg trip on October 17, as well as 4th grade trip to the Sigal Museum on the 20th.
  - The Wilson Area School District will hold a substitute training on Oct. 18. More subs are needed and information will be sent out soon regarding the training.
- Treasurer's Report- Jessica Mazzie
  - Income was from Member Dues, Bake Sale
  - Expenses were for spirit wear (croc/shoe pops), back to school night, teacher reimbursements
  - See Treasurer's Report Spreadsheet for more detailed information
- Secretary's Report- Rachel Stear
  - The meeting minutes from the 9/12/23 General Meeting have been posted to the PTA website and sent out via email. Rachel moved to dispense with the reading of the previous meeting's minutes since they have been made available, Jessica Mazzie seconded. There was no discussion and a motion was made by Paige Borger to approve the minutes as written, seconded by Sean Metzgar.
- Vice President's Report- Melissa Gutekunst & Open
  - The 2nd Vice President's position is open, as Beth Plone has stepped down
- President's Report- Tiffany Stevens
  - Family Night Out for September was a lot of fun, thanks to Mueller's for hosting. The winner of the coloring contest from that evening is Coraline Stear.
- Committee Chair/Co-Chair Reports
  - Book Fair- Beth Plone (Stepped down, report given by Tiffany Stevens): The book fair was a great success, with sales totaling approximately \$6200, up from approximately \$3800 for last year's fall sale. The new setup of the room was well received by students and helpers. Chair position is now open for book fair
  - Enrichment- Jessica Mazzie: Forms for fall enrichment programs will be going home soon. For the fall, there will be a free yoga program offered for 1st and 2nd grade, and Mad Science for 3rd and 4th. They will run from Oct 23-Dec 6. In the spring, the program offerings will switch to Mad Science for 1st and 2nd, Yoga for 3rd and 4th. Space is limited and first come, first serve, so register ASAP if interested. Parent volunteers are needed! Also, Mad Science will do a free assembly since we are using them for the enrichment program, so the Science Fair assembly will be no cost this school year.

- Family Night Out- Melissa Gutekunst & Rachel Stear: With regard to having a skating night out, Rachel contacted Skateaway in Bethlehem but their pricing structure would not end up benefiting us. It was suggested that we contact Villa Skating Rink. October 22nd will be at Olde Stone Farm- flyers will go home shortly and the farm will accept physical or digital copies of the flyer in order to benefit the PTA. The PTA will also have a bake sale at the farm that day. The donation form and table sign up are posted on the PTA site, and volunteers are needed
- Halloween Trunk or Treat- Jessica Mazzie & Paige Borger: To date, we have 10 trunks signed up and 2 food trucks booked. We would love to see more trunks than last year's 21, and candy donations are also being accepted. Sign ups are posted on the PTA website. There will be prizes for the top 3 trunks!
- Holiday Bazaar- Beth Plone:(Stepped down, report given by Tiffany Stevens): The Bazaar will be held Dec 5th-Dec7th. The chair position is now open for the Bazaar
- Membership- Tiffany Stevens: A flyer will be going home this week for the membership drive. We must have a yearly membership drive, per the PTA bylaws. Last year, we had a total of 29 members. As of the start of tonight's meeting we already have over 40 members.
- Playground- Megan Benevides: The first thing that will be done is to add painted activities to the black top area. A preliminary plan for an inclusive playground is drawn up and will be broken down into phases. In total, the project is estimated at \$250k so this will be a years long endeavor with a strong fundraising focus and need for corporate donations/sponsors.
- Room Parent/Volunteer Coordinator- Tiffany Stevens: There are room parents for all classes with the exception of Mrs. McEntee's class (1st grade)
- Spirit Wear- Megan Benevides: Income for the last quarter was \$98.18, which is an increase over previous quarterly income. Working towards having more inventory of spirit wear items, as well as a more local vendor that would be able to fill orders in a more timely fashion
- School Dance- Paige Borger: Nothing major to report, but working on details
- Ways & Means- Tiffany Stevens: Still nailing down this year's fundraisers, there is a possibility of selling Urban Air passes rather than doing a specific night out there
- Winter Carnival- Sarah Poynton (given by Tiffany Stevens): Will be using materials from last year, as the carnival fell on a snow day
- Yearbook- Sarah Poynton (given by Tiffany Stevens): 4th grade is doing a cover contest. If anyone has photos to share from school activities, please email them to [wtesyearbook@gmail.com](mailto:wtesyearbook@gmail.com)
- New Business
  - LINCS- They would like to come to a general meeting and be a guest speaker. Mr. Steidle said that sounded good. They would also like the PTA to consider being part of their Santa Event, which was a well received idea, so we will

brainstorm on that. We will collect items for the Thanksgiving food drive again this year, based on the list they supply of needs.

- Urban Air/Freefall- Winter Fundraiser idea
- Gertrude Hawk- Spring Fundraiser
- Stacy Seltzer suggested a night out at Bellville Market in Easton, where she has a shop and there are many local vendors. Stacy would donate 50% of her profit from the night. The idea was well received so Stacy will gather more information and we will work to get this on the calendar.

Meeting adjourned at 6:58

Respectfully Submitted,

*Rachel Stear*

Attendance	
Member (Y/N)	
Tiffany Stevens	Y
Kaitlin Marks	Y
David Zeek	N
Josh Pezzanite	Y
Paige Borger	Y
Michelle Kessler	Y
Jessica Mazzie	Y
Kevin Steidle	Y
Magdalena Banko	Y
Sean Metzgar	Y
Michele Piccinich	Y
Hayley Ruoff	Y
Mercy Barrow	Y
Rogina Garcia	Y
Jen Cassetty	Y
Megan Benevides	Y
Janine June	Y
Rachel Stear	Y
Stacy Seltzer	Y
Melissa Gutekunst	Y

Total 20 in attendance, 19 members