



**Parkway PTO Meeting Minutes~ September 18, 2017**  
**Executive Board/Standing Committees/PTO Members**

**Executive Board Members:**

Co-Presidents, Christine Serenbetz & Danielle Doyle  
VP Fundraising, Christie Schippers; VP Events, Tori Asciutto  
Treasurer, Kristina Corkery; Financial Secretary, Christy Barbash  
Corresponding Secretary, Dawnylle Cerula; Recording Secretary, Dana Johnson

- ❖ Meeting was called to order at 7:02 pm
- ❖ Introductions - Board and Attendees
  - Board members introduced themselves; along with what they committees that they chair
  - Members introduced themselves and stated grades and teachers of their children in Parkway
  
- ❖ President's Report -
  - No report because meeting will be held on September 29, 2017
  - This meeting is with Superintendent Rafferty, Marie Reynolds, Dr. Willard from Child study, Rob Wachter, Dr. Sharon Vitella and other PTO presidents; it allows a forum for them to exchange ideas and address any questions or concerns that have been raised. These meetings are held bi-monthly.
  
- ❖ Principal's Report
  - Mrs. Kinn has been principal at Parkway for 9 years
  - Sept 5th and 6th were in service days for our teachers; school opened very smoothly.
  - Sign up for Instrumental lessons was due September 15th
  - Fire Assembly will take place on Sept 19th - please reinforce having a plan at home
  - There are exciting things happening at school this year:
    - The Science, Technology, Engineering, and Mathematics (STEM) program will be focused on more than just technology
    - The library was given a donation of \$30,000 by the late Harriet Stern, who was the first librarian at Parkway
      - The library has been remodeled to allow for "makerspace" which will allow 8-10 Parkway children to randomly be chosen during recess to explore their passions by using materials that are located within this space.
      - Ms. Bieler will be bringing in an author to work with 4th grade students
      - A mural will be created in Phase 2 of the remodel
      - Lastly, newsletters will be sent home by Ms. Bieler
  
- ❖ Reports from Executive Board: Reports were skipped during meeting due to time constraints. See important information that was shared during introductions below:
  - VP of Fundraising – Christie Schippers
  - VP of Events – Tori Asciutto
  
  - Treasurer- Kristina Corkery



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- o Make sure that if you chair a committee or are buying anything for the school for reimbursement that you get a pre-tax exempt form - we will not refund tax this year;
  - o Also please get in check requests forms timely; they need to be submitted within 30 days of purchase.
  - Financial Secretary - Christy Barbash
  - Corresponding Secretary- Dawnlyle Cerula
    - o Will take care of cards, thank yous etc.
  - Recording Secretary- Dana Johnson
- ❖ Reports on Completed Events and Fundraisers
- Disney On Ice – Nutthinee Marchlik
    - This will be the last year for this fundraiser because Wells Fargo will not be providing at the low cost moving forward; We sold 154 tickets within two weeks and made \$604.00, which was a great fundraiser for a short time
- ❖ Current/Upcoming/Ongoing Events (All events could use volunteers)
- Mums Sale – Christy Barbash
    - Please see Parkway Press or order form sent home, Sale goes until Monday, September 25th
    - Pick up is at Parkway school on Saturday September 30th between 8:30 am - 10:00 am
  - Kidstuff – Kelly Merle
    - PTO makes 50% of the profit; Please return books if you do not plan to buy
  - Book Fair – Karen Hermack, Jen Pearce, Jen Rothofsky
    - Book fair is next week - Sept. 25th - 28th
    - Set up will be on Friday, Sept 22nd
    - Schedule is in Parkway Press and will be sent home this week
    - Always looking for volunteers, especially for kindergarteners and 1st grade classes
    - This year will be using scholastic monies earned to donate books to the children of the affected schools who have damage from recent hurricanes
  - Box Tops – Aimee Gribbon,
    - Application for bonus dollars; please collect your boxtops; it is free money for our school
    - More information will be sent home
  - Recess Runners – Erin Boyle, Michelle Burgess, Christie Schippers
    - This is a program that allows children to earn tokens for getting physical exercise (kids can walk or run)
    - It is an intense program that is in need of volunteers to run it; time from 11:45 - 1:00 pm on Monday (2nd and 3rd grades), Tuesday, (1st and 4th grades), and Wednesdays (all grades)
    - Can sign up to help through SIGN-UP GENIUS WEBSITE on the Parkway Press
    - There are special events that are run in the Fall and Spring (money ronald mcdonald house in
  - Yankee Candle Sale – Elyse Goldbacher
    - Will be coming home and candles will be at Parkway prior to Thanksgiving
  - Ice Cream Social – Christie Schippers, Erin Kelly
    - This event will take place the last night of the book fair - September 28th
    - New this year, water ice will be offered for children who are allergic to milk products; please let one of the chairs know ASAP so enough can be ordered
    - This is a family event so siblings are welcomed



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- ❖ Other Reports of Standing Committee Chairpersons  
Parkway allows for members to be on the BJ's membership; it is \$30.00; questions can be sent to Christie Schippers
- ❖ Miscellaneous New Business
  - If you would like to volunteer throughout the year, please complete the Harassment, Intimidation and Bullying (HIB) Form ASAP and get back to the PTO
- ❖ Miscellaneous Old Business
  - Information on the Outdoor Classroom – Michelle Poolaw and Kelly Schew
    - Meetings were held over the summer; Project will continue, we are a little behind schedule because we need to make sure that we follow all District rules
    - Monies that were earmarked from PTO from last year will continue to be used for this project when ready
    - There will be a separate fundraiser for this; details will be announced shortly - keep open Oct 20th for an adults only fundraiser that will help us move our outside classroom project along
- ❖ Next Meeting will be held on October 18; to get the Press, email [parkwayptopress@gmail.com](mailto:parkwayptopress@gmail.com), with the request.
- ❖ Shelly Reilly motioned to adjourn the meeting, it was seconded by Erin Boyle. Meeting adjourned at 8:05 pm.

**Attendees**

Amy Jarozyński	Melissa Jost	Starr Ferrari
Nicholas Tawer	Danielle Doyle	Jenny Leitonger
Dana Johnson	Christine Serenbetz	Chormeine Gravener
Amy Buci	Christy Anyzek	Kristina Corkery
Kristen Cloud	Amy Weinstein	Dawnyelle Cerola
Andrea Miller	Chris Custodio	Leigh Cline
Melissa Batters	Colleen Wenk	Prashanth Kavi
Aimee Gribbon	Christie Schippers	Christy Barbash
Kate Barbato	Tracy Ciervo	Sivaram Mauchikaul
Erin Boyle	Susan Horner	Shelly Reilly
Kelly Shew	Danielle Bieler	Erin Boyle
Michelle Roolav	Amit Pal	
Sheri Harringfeld	Carol Crowe	
Amanda Fetting	Jen Rothofsky	
Christie Matthews	Jessica Donch	