



Parent Teacher Organization
Lincoln Elementary School
233 Seem Street
Emmaus, PA 18049

PTO Meeting Minutes
Tuesday, December 5, 2017
3:30pm

Present: Jonathan Chase, Kelly Allen, Kelly Golderer, Alyssa Folkes, Margo Cottone, Becca Geller, Kale Booth, Melanie Dopke, Keri Hodge, Jennifer Henry

Presidents welcome

Motion to approve minutes – Alyssa Folkes and Kelly Allen

Treasurer's report - Taxes paid this month, How much we bring in each year is what the cost of taxes will cost that year. Misc fees \$13 - will look into it. Approval of Treasurers report Melanie Dopke and Kelly Allen.

Old Business - Jennifer Marangos unable to take on project of PTO Website. Kelly Golderer will help with PTO website. Kale Booth will be a back up as well.

New Business - Winter Coral Concert by 5th graders Wednesday Dec. 13th, Barnes and Noble at Promenade the day after. Need wish list from teachers. Mr Chase - Previously they had buckets out so teachers could put books in buckets then parents could pick to donate. Mr Chase will remind teachers to make wish list.

Mrs. Sopko - came to request assist with costume design.

Fundraising - Co-chair for Spring Book Fair needed. Priscilla will be taking project on, but a co-chair is needed. Need to reorganize? There aren't enough volunteers during the day. A roster would be helpful with sign ups - emailing all PTO provided emails to request volunteers. AlyssaFolkes offered to create roster.

Paws Place - anyone interested in running student shopping in the art room? Can kids go during the school day and still have the Saturday morning event? Suggestion of having order form - who children are buying for.

Barnes and Noble night - need volunteers to help out to help children with shopping.

Mass email to increase PTO volunteers - first email will outline plan to email monthly about PTO volunteer opportunities. This is also where the website will come in handy.

No January events, February is 100th day of school food drive. Looking for someone to organize. Update flyer, bring in boxes, label deliver to classrooms, collect and give Bethel Church food drive. Melanie Dopke will complete this project.

Color run – Will be in Spring, but unsure when. Will we do fundraising per lap, or admission for parents? Do we do it on a Saturday? Mrs. Hemberger would be contact to ensure Color Run doesn't interfere with fun run.

Margo - Cherrydale fundraiser is showing a loss and we need to find the error. Need to review the statements as there were two received. Melissa Mackaravitz will discuss with Jenn Henry to find error.

Alyssa had a question about profits for book fair - but point of book fair is payment in scholastic dollars, its not a big fund raiser. Met with Scholastic Rep and learned about different ways of boosting profits.

No Principal input

Faculty Input: Mr. Chase - Thank you for breakfast and dinner and books. Suggests cutting book fair down to two days total, feels profits will still be made.

Teacher Treat