

## Hopewell PTA Meeting

October 1, 2014

**Members Present:** Lori Limpar, Jennifer Philipp, Madi Capoccia, Stephanie Jeitner, Dawn Resch, Jill Hedges, Catherine Ziets, Carla Stock, Allison Cawley, Jen Meaney, Maria Ault, Jennifer Hedden

**I. Call to Order:** Jennifer Philipp called the meeting to order at 9:34 a.m.

**II. Approval of September 2014 Meeting Minutes:** Jennifer asked for a motion to approve. Jill Hedges approved, Maria Ault seconded and all were in favor.

### III. Report of Officers

#### A. President's Report (Jennifer Philipp)

1. Jennifer asked everyone to introduce themselves. She said thanks to all the volunteers for returning their volunteer forms. Committee chairs will get a spreadsheet with a list of volunteers. If you signed up for a committee and haven't heard from the committee chair, please reach out to them to make sure they have you on their list.
2. Dawn Resch is helping with PTA Membership. To date, there are 88 members {36 individual memberships and 26 dual memberships). The membership is down from last year (101 memberships last year) but a few are still coming in. Many people signed up at Back to School Night. Ms. Limpar suggested having a PTA membership table at other Hopewell events to encourage PTA memberships. You may join at any time during the year.
3. Jennifer said the biggest hurdle the PTA is facing is the need to fill the presidency position for next year. Per PTA bylaws, someone must be on the board for one year prior. Jennifer will contact Wanda, a PTA representative to discuss this concern.
4. There are a few Hopewell T-shirts left (some medium and a few small). A good amount of t-shirts were sold at Back to School night. Hopewell PTA will have a t-shirt sale again next year.

#### B. Vice President's Report

1. We are really behind in the Kidstuff Book fundraiser. You need to either return the book or send in payment for the book.
2. In mid-October, the PTA will be selling pizza coupons. We have contracted with a few of the local pizza stores. The PTA receives 30% from the sales. The coupons are sold at \$10 (the PTA receives \$3 in return for every coupon sold). Depending upon the sales from the fall fundraiser, we may have another pizza fundraiser in the spring.

#### C. Treasurer's Report (Allison Cawley)

1. To date, we have \$2,325 from the Kidstuff Books. We have budgeted for \$3500 (we are about \$1100 behind).

2. PTA memberships: We currently have \$583 from memberships. Part of that goes back to the PTA.
3. Hopewell T-shirts: We have made \$259 in sales from t-shirts.
4. We currently have \$23, 945.40 in our checking and \$7,767.86 in our savings.
5. We have recently changes banks from QNB to Embassy (more convenient location)
6. Allison talked about making sure you know your budget if running a committee. She shared a handout about getting reimbursed. An original receipt is required for any amount to be reimbursed. This receipt should be attached to a "Hopewell PTA Request For Funds" form. The PTA's policy is that you have one month after purchase/event to receive reimbursement so we can stay current in monitoring our budget. Jennifer Philipp talked about putting money out in advance to pay for school purchases or services when serving on a committee. If putting out the money in advance is an issue, please see Jennifer. The school can provide a check if you can provide all the information for your purchases. Please allow a little extra time for Carol to write the check.

D. Principal's report (Lori Limpar)

1. The PTA newsletter will be coming out this week.
2. Hopewell Happenings:
  - a) October 6th begins Fire Prevention Week. In year's past, the Kindergarten and first grade classes would walk to the fire station. This year we are doing things a little different. Our school nurse, Mrs. Castetter, her husband is the fire chief, so the fire department will bring the truck to Hopewell and discuss fire safety.
  - b) October 7th is school pictures.
  - c) No school October 13th and October 14th for teacher in-service. We generally have only one day off but the teachers need extra service time due to the new requirements expected of them.
  - d) October 21st: Parent Visitation from 9:30-11:00 and 1:30-3:00. If you are planning on taking your child home at 3:00, please send a note, although Ms. Limpar said she does not encourage this, as there is still instruction going on till the end of the school day.
  - e) October 22nd: Kindergarten classes visit the pumpkin patch
  - f) October 24th: Fall Social
  - g) October 31st: School wide Halloween parade at 2:00 p.m. Students are to bring their costumes to school. It is also school spirit day. Students are encouraged to wear orange and black.
3. The CARES trait for the month of October is self-discipline.
4. Building Project Update: They are attempting to identify a location for the new school. Ms. Limpar suggested checking the SLSD website for the most current and accurate information on the building of the new school. We are expected to take occupancy in the new building August 2016. Ms. Limpar discussed the Hopewell playground. The playground may not be able to be used. Regulations and safety requirements change so quickly. We may need to think about fundraising for a new

playground which is very expensive. Ms. Limpar mentioned the cost of Hawks' Hide Out was about \$30,000.

5. We really need cafeteria monitors. The hours would be two hours a day from 11-1. There are three lunch periods that run from 11:15-12:45. It is very structured. The children have assigned seats. Duties would involve wiping tables, helping the children open milks/snacks. They are also accepting applications for Instructional Aides.
6. Ms. Limpar talked about planning activities with Lower Milford and Liberty Bell to help blend the community together.

#### **IV. Reports of Committees**

- A. Family Social: Jill Hedges. Jill said she has few volunteers to help thus far (only 6 volunteer forms were returned). She has reached out to the High School to see if she can get some student volunteers. It was suggested she look into Sign Up Genius, an on-line program, which makes things easier for parents to sign up. Jill said she will look into it. It has been used in the past and has been successful. There will be a DJ and games for the kids. There will be refreshments and crafts. There will also be a photo drop there if parents are interested in taking pictures.

#### **V. Old Business**

- A. **Holiday Open House.** Diana's Cafe is booked for the Breakfast with Santa. We will need to provide water and coffee this year (to keep the price the same as last year).

**VI.** Next meeting is scheduled for Wednesday, November 5, 2014 at 9:30 a.m.

**VII. Adjournment** Meeting was adjourned at 10:35 a.m.

Respectfully submitted by,  
Catherine Ziets, Recording Secretary