 **Willow Hill Elementary School PTO Meeting**

 **Parent Teacher Organization**  April 11, 2024

 1700 Coolidge Avenue 6:30 P.M.

Willow Grove, PA 19090

215-657-3800

Dr. Damon Jordan, Principal

**PTO Board: Erin McIntosh – President (Moderator), Kimberly Fortson – Vice President, Alison Jaglal - Treasurer, Monica Fielder & Kelli Pearson – Co-Secretaries, Ms. Ryann Khan – Technology and Communication, & Amira Aliu – Recording Secretary**

**PTO Meeting Minutes from March 20, 2024**

 **Welcome, Introductions & Announcements Erin McIntosh (Moderator)**

The meeting was called to order by the President, Erin McIntosh. Erin welcomed everyone and shared that PTO Treasurer, Alison Jaglal, and Recording Secretary, Amira Aliu, are not in attendance as they are supporting their students at The Reading Olympics. Next, Erin reported that there is a PAC Fundraiser at Urban Air, tomorrow 3/21/24. Lastly, Erin shared that pretzel orders are due tomorrow.

Attendance: Mr. Aaron Cortlight, Ms. Stacy McDonald, Ms. Ryann Kahn, Ms. Danielle Jarrett, Ms. Blair Saba, Ms. Crystal Jones, Ms. Jennifer McKeever, Mr. Justin Williams, Ms. Kelli Pearson and Ms. Erin McIntosh.

**School Administration Report Dr. Damon Jordan, Principal**

Dr. Jordan thanked the PTO for their recent support with the Spring Book Fair, Reading Night and Platinum Card Night. Dr. Jordan then reviewed the following Calendar of Events:

**Calendar Review**

3/20/2024 – Reading Olympics

3/22/2024 – Hawk Assembly at 2:10 p.m.

3/25/2024, & 3/26/2024 – Report Card Conferences from 12:30 p.m. – 3:30 p.m. on 3/25/2024 and from 12:30 p.m. – 6:30 p.m. on 3/26/2024. – Early Dismissal for students at 12:20 p.m. on 3/25/2024 and 3/26/2024.

3/27/2024 – Early Dismissal for students at 12:20 p.m.

3/28/2024, 3/29/2024, & 4/1/2024 – Schools closed for Spring Break

4/10/2024 – School Closed

4/17/2024 – Kindergarten Orientation

4/23/2024 – School Closed

4/22/2024, 4/24/2024, 4/25/2024 – ELA PSSA Test Administration for grades 3 – 5.

4/26/2024 – PSSA Test Make-Ups

4/29/2024 & 4/30/2024 – Math PSSA Test Administration for grades 3 – 5.

5/1/2024 & 5/2/2024 – Science PSSA Test Administration for grade 4.

5/3/2024 – PSSA Test Make-Ups

5/7/2024 – Parent/Child Cook Club at 6:00 p.m.

**5th Grade PAC Report Crystal Jones (5th Grade PAC Representative)**

Ms. Jones reported that the Coin Race will be ending on Friday and that the winning classroom would be awarded a pizza party. There is a Bingo fundraiser scheduled for 4/13/24 at 6:15 p.m. at the Our Lady Help of Christians Church. Pre-order tickets are available for $30 and tickets can also be purchased at the door for $35. Ms. Jones explained that PAC is seeking donations for Bingo prizes. Next, Ms. Jones shared that there is a possibility of another Dine & Donate to support PAC in April, but details were not yet available. Lastly, Ms. Jones reminded the group of the Urban Air Night tomorrow.

**Review of PTO Minutes from February 21, 2024 Erin McIntosh (Moderator)**

1st – Danielle Jarrett

2nd – Stacy McDonald

The PTO minutes were unanimously accepted.

**Treasurer’s Report from Sept 1, 2023 – Aug 31, 2024 Erin McIntosh (Moderator)**

Ms. McIntosh stood in for PTO treasurer Ms. Jaglal as she was supporting her student who was participating in the Reading Olympics. Ms. McIntosh reported that the Book Fair had been successful and paid for new books as well as Author visits. It was also reported that there were currently over 100 preorders for the new Spirt Wear. Furthermore, Ms. McIntosh shared that Mayfair vendor tables are now available for sign up for $25 per table. Food vendors are being secured for the event. There will be a different set up for games this year. Room Parent Representatives from each grade (not classroom) will work together to create themed basked to be raffled at the Mayfair. Full or partial payments have been made for the remaining field trips. Dr. Jordan thanked the PTO for paying for pizza and for Principal’s Club snacks. Lastly, Ms. McIntosh reported that instead of Teacher Appreciation gifts, the PTO will fund a mini makeover of the Teacher’s Lounge.

**Teacher Liaison Report Dr. Damon Jordan, Principal**

Ms. White-Burroughs was not present during this Willow Hill PTO meeting due to attending the Reading Olympics; however, Dr. Jordan extended thanks to the PTO for their ongoing support on behalf of the Teachers.

**Final Questions, Announcement & Adjournment**

Ms. Blair Saba brought up concerns about the lack of communication with 5th grade parents, specifically around the 5th graders going to tour the middle school with no information or notification being communicated with Parents. Ms. Saba, also acknowledged that the school year had been otherwise going well. There was discussion about the drop off/pick up procedures and that there are some safety concerns during arrival and dismissal, including parents and students not using crosswalks and designated traffic routes. Dr. Jordan mentioned that there had been an increased presence of Abington Police during arrival and dismissal, and that he had noticed parking enforcement’s presence recently. Mr. Justin Williams suggested that perhaps Room Parent Representatives communicating with classroom parents could help to alleviate some of these concerns. It was also suggested that perhaps a positive reward for using the crosswalks could be implemented. As there were no further questions, concerns or comment, the moderator adjourned the meeting, with the next PTO Meeting scheduled for 6:30 p.m. in the Library of Willow Hill on Thursday, April 11, 2024.

Kelli Pearson, Co-Secretary

Willow Hill PTO

2022-2023

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