 **Willow Hill Elementary School PTO Meeting**

**Parent Teacher Organization**  November 8, 2023

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 October 18, 2023**

# Welcome, Introductions & Announcements Erin McIntosh (Moderator)

The meeting was called to order by the moderator at 6:38 p.m., and she welcomed everyone present and then she introduced our guest speakers, Mr. Ted McDonald and Ms. Samantha Connors, of Cub Scout Troop 437. Mr. McDonald and Ms. Connors shared that the cub scouts meet at 6:30 p.m. and the older scouts meet at 7 p.m. on Tuesdays at Salem Baptist Church. Their cub scout group is predominantly made up of Willow Hill students along with a few students from Roslyn Elementary School. Furthermore, Mr. McDonald encouraged us to come out and check out their troop this coming Tuesday. If we come this week, wear a costume for a Fall party. The membership fee is around $60 to $70 per year. Boy Scouts are just not for the boys - it’s a family unit. They have a Facebook page and they use an app called Band. The website link for Boy Scouts is Beascout.scouting.org. They try to have a monthly event. For example, in January of 2024, the Pinewood Derby takes place and in February of 2024, a banquet is held. In March of 2024, they take a nature hike and in April and May of 2024, they go camping. In June of 2024, they have a picnic. Lastly, Mr. McDonald stated that you can sign up at any time; rolling admission – join when you can.

Next, the moderator mentioned that on Back-to-School Night we sold Spirit Wear and she thanked everyone for their support. She further mentioned that the Car Show was held on 09/30/2023 and we practically sold out of everything. Moreover, the moderator reported that the FundHub Fundraiser Letters were sent out on 09/5/2023 and 09/26/2023 and donations started rolling in on October 2, 2023. Next, the moderator reviewed the following Calendar of Events:

-Oct. 20, 2023 (Fri.) – Dance-a Thon

We’ve had 3 weeks of pretzel orders and they’ve been going well. The next pretzel orders will be in on 10/27/2023.

-10/31/2023 (Tues.) – Fall Parade at 9:30 a.m. Classroom parties start at 2:45 p.m. with Room Parents spearheading them.

-11/03/2023 (Fri.) – PAC’s Special Persons Dance – from 6 p.m. – 8 p.m.

-11/07/2023 (Tues.) – Election Day Bake Sale from 8 a.m. – 5 p.m. Fliers will be going out as a reminder of the Bake Sale, asking for donations or baked goods for the Bake Sale, and to request student and parent volunteers for the Bake Sale.

Lastly, the moderator reminded us to sign up for the Box Tops for Education app on our cell phones. The directions for how to sign up for the Box Tops for Education app is our PTO website – www.willowhillpto.weebly.com.

Attendance: Mr. Justin Williams; Ms. Priya Patel; Ms. Monica Fielder; Ms. Ryann Kahn; Ms. Keisa Thompson; Ms. Jennifer McKeever; Ms. Amira Aliu; Ms. Blair Saba; Ms. Kelli Pearson; Mr. Ted McDonald; Mr. Sam Connors; Ms. Marsha Ellis; Ms. Kimberly Fortson; Ms. Cheryl Alexion; Ms. Melanie Piedrahita; Dr. Damon Jordan; Ms. Nichole Parsons; and Ms. Crystal Jones.

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

Dr. Jordan welcomed everyone present and thanked the PTO and PTO Board for supporting the school. Next, he reported that the Fall parties will be from 2:45 p.m. – 3:10p.m. on Tuesday, October 31, 2023, with the correct date of the Fall parade being 9:15 a.m. Ms. Alexion (Educational Curriculum Specialist) requested that students be already dressed in their costumes. Moreover, according to Dr. Jordan, we are off to a very smooth start of the school year. You should have received your child’s PSSA results in the mail from last school year. Additionally, on 11/14/2023, the PSSA results will be tentatively shared at the School Board Meeting. Finally, Dr. Jordan reviewed the following Calendar of Events:

**Calendar Review**

Week of 11/13/2023 – American Education Week- you can come and observe you child’s classroom. Information workshops will he held; however, they haven’t been well attended in the past.

11/15/2023 (Wed.)– Math Night – students and families are invited to play math games. Ms. Smith (Math Teacher) will be on hand to answer questions about the new math curriculum.

11/09/2023 – Parent & Child book Club from 6 p.m. – 7 p.m. We have dinner first and then we break into groups based on the books chosen for the children’s actual grade levels. At least 8 years now, we have had Parent & Child Book Clubs.

Week of 11/6/2003 – Conflict Resolution

11/07/2023 (Tues.) – Election Day – Schools closed – teachers will be involved in PD [Professional Development].

11/20 (Mon.) & 11/21/2023 (Tues.) – Parent & Teacher Report Card Conferences – you will be able to select a day and time that’s convenient to you. On 10/30/2023, directions on how to sign up and schedule your Parent & Teacher Report Card Conferences will open up on Skyward. On Report Card Conference days students will have an abbreviated lunch and recess periods and an early Dismissal from school at 12:20 p.m.

11/08/2023 – Elementary Track Meet at Schwartzman Stadium

-The moderator announced that we are less than $1600 away from our $12,000 goal [for the Fundhub Fundraiser].

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

Ms. Jones reported that PAC has held 2 events so far: Car Show and Back-To-School Picnic, with the Back-to-School Picnic getting rained out. According to Ms. Jones, we have raised monies, e.g., pretzel orders have been going through and we raised $3,000 but half of that has gone to expenses.

# Review of PTO Minutes from April 19, 2023 Amira Aliu, Recording Secretary

1st – Mr. Tom McDonald

2nd – Ms. Samantha Connors

The PTO Minutes were unanimously accepted.

# Treasurer’s Report from Sept 1, 2023 – Aug. 31, 2024 Alison Jaglal, Treasurer

Ms. Jaglal reported we did very well at Back-To-School Night in selling Spirit Wear. Furthermore, she reported that the library did very well at the Book Fair and we raised enough money for an Author visit. Ms. Jaglal further reported that the Holiday Shop is coming up toward the end of November 2023 and beginning of December of 2023 (from 11/29/2023 to 12/05/2023), and a Sign-up Genius will be set up. Ms. Jaglal also reported that there will be Secret Santa Shoppers for each classroom and that there will be an opportunity to send in donations for students to purchase from the Holiday Shop. Lastly, Ms. Jaglal reported that she has placed an order for Track shirts and the order should be coming in November 6, 2023.

# 1st – Ms. Kelli Pearson

2nd – Ms. Erin McIntosh

The Financial Report was unanimously accepted.

# Teacher Liaison Report Alethia White-Burroughs, Teacher Representative

Ms. White-Burroughs was absent; however, it was reported that she didn’t have anything to report.

**Final Questions, Announcements & Adjournment**: Next, the moderator reported that the Wawa coupons have come in, and they can be used at any Wawa. [Sales for the Wawa coupons] will also be on the [PTO’s] website. Lastly, the meeting was adjourned by the moderator at 8:07 p.m., with the next PTO Meeting scheduled for 6:30 p.m. in the Library of Willow Hill.

Amira Aliu, Assistant Secretary

Willow Hill PTO

2022-2023

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