

Peters Township Music Boosters General Meeting

August 26, 2021

1. Call to order

- a. 7:15pm by Rochelle Koerbel with approximately 36 people in attendance

2. Pledge of Allegiance

3. Approval of Minutes

- a. Motion made by Lisa Rothhaar, 2nd Annie Doty. Approved unanimously.

4. Introductions by Rochelle

- a. Board Members– Cari Williams (Vice President), Michelle Skillings (Treasurer), Camille Bodnar (Secretary)
- b. Committee chairs in attendance
- c. Mr. Koszarek, Marching Band Director

5. Thank You's

- a. Michelle Skillings and Ria Kartsonas for sewing masks and bell covers for marching band, as well as new band ensemble students.

6. Treasurer's Report – Michelle Skillings

- a. Balance on May 20, 2021, was \$84,882.93
- b. Income: 3 interest payments and a dine and donate payment over summer
- c. Expenditures: end of year items and band camp expenditures (student meals)
- d. Starting balance as of August 25 is \$65,652.15
- e. Motion to approve budget by Deanna Gallagher, 2nd Kristin Taylor. Approved unanimously.

7. Old Business - none

8. PT Music Booster's Membership

- a. Membership is \$55 per family per school year
- b. The fee gives PTMB seed money and allows us to run the organization so that fundraising money can go directly to the students.
- c. Membership benefits: the right to vote at meetings, senior scholarship eligibility, eligible for discounts voted on by PTMB (example – discount for away band camp, discount for trips). Families must join by 12/20/21 to receive discounts and to qualify for scholarships.
- d. Join online under shop – can purchase through bundle or stand-alone button.
- e. Sign up for eblasts for important information. You can designate what info you want to receive – ex. band, choir, etc. You don't need to sign up every year.
- f. Download and register for Band App to get important information from PTMB and Mr. Koszarek.

9. Committees

- a. Recognition of Chairs
 - i. Annie Doty (spirit wear and senior rec), Jackie Beck (spirit wear shadow chair), Elizabeth Hardy (Sarris candy and band photographer), Kim Mitchell (eblasts and web updates), Lisa and Rick Rothhaar (lottery calendar and Trax Farm funnel cakes), Deanna Gallagher (ecommerce and rookie coordinator), Jeremy and Gretchen White (high school funnel cakes), Cari Williams (hospitality, parent tailgate), Camille Bodnar (Dine and Donate), Katie Clark (pies and stromboli's), Lynn Willison (Meatballs and Music), Rochelle (spring trip, choir banquet)

- ii. Open Committee Chair Positions- Contact Rochelle Koerbel if interested at rkoerbel@ptmusicboosters.com.
- iii. Senior Rec: Looking for 8th – 10th grade parent to shadow and take over next year. Involves planning activities for the week and coordinating for the football game. Senior Rec is 10/23/2021-
- iv. Trax Farm funnel cake sales: Need co-chair for this year to take over next year. Starts September 25 and runs for 5 weekends until October 31. It raises about \$15,000 and is a very important fundraiser.
- v. Meatballs and Music Gift Baskets: Need chair to coordinate production of 120 – 125 gift baskets for fundraiser. Space to store items for a few weeks prior to event is necessary. Major fundraiser – raises about \$11,000.
- vi. Yearbook: Chair needed to oversee yearbook publication. Photographs will be provided. Work is done on your computer at home on your own time prior to November 14, 2021 banquet. Volunteers also needed to create individual pages for yearbook.
- vii. Marching Band Banquet: Need chair to plan this year's band banquet on 11/14/21. Hotel space is booked and binder with instructions provided.
- viii. Band Festival: Chair needed to plan festival for next year
- b. Committee Update
 - i. Meatballs and Music: Will be scheduled for end of February. Every music ensemble performs and PTMB serves spaghetti and meatballs. We will need about 150 volunteers.

10. Marching Band Updates - Mr. Koszarek

- a. Overview
 - i. Mr. Koszarek was a marching band director for 13 years in Chicago. He currently lives in Cranberry and teaches music in Turtle Creek. Additional bio information can be found on the Band App and was blasted.
 - ii. Appreciates student and parent flexibility with time changes. Mr. Koszarek works until 4, so rehearsal needed to be moved to 5 – 8.
 - iii. He is pleased with the progress that the band is making.
 - iv. Summer uniforms will be worn for the first game because of hot temperatures (all bands in area are wearing summer uniforms).
 - v. Uniform for upcoming performances will be determined weekly based on weather.
 - vi. Communication: Reach out via messaging in Band App. Mr. Koszarek's school email does not work. You can also reach out to Rochelle, who will relay the message.
 - vii. Mr. Koszarek will post all info on band app, so recommended for students and parents to be on the app.
- b. Festivals and Band Day
 - i. PT Marching band attending 2 away festivals this year
 - 1. Carlynton: September 25, time tbd
 - 2. Grove City: October 2, time tbd. Band will participate in a clinic with a local professional in addition to performing.
 - ii. California Band Day: October 30, time tbd
 - iii. These dates are all on the ptmusicboosters.com Calendar. Calendar can be downloaded onto your phone for easy reference.
- c. Student Tailgate
 - i. Moved to 9/3/21 due to weather.
 - ii. Will be held at new high school with indoor access. PTMB will provide pizza.
- d. Parent Tailgate
 - i. 9/10/21 around 4:30pm (exact time will be sent out closer to date) at parking lot by tennis courts.
 - ii. All PTMB members invited, not just band parents.
 - iii. Cari and Aaron Williams will have grill to cook burgers and hot dogs.

- iv. A sign-up will be posted to sign up to bring food/tables.
- v. Parents bring own chairs and drinks.
- e. Chaperones
 - i. Chaperones needed for all upcoming events!
 - ii. Need clearances to chaperone – they must be on file with the school district and be current. <https://www.ptsd.k12.pa.us/Volunteers.aspx>
 - iii. Sign-up at <https://ptmusicboosters.com/volunteers/volunteer-sign-ups/>
- f. Family ID
 - i. All families need to complete Family ID if have not already. Students cannot participate in band without full registration!
 - ii. All band students need current physical and health forms. Can be found at <https://ptmusicboosters.com/forms-and-documents/>
 - iii. Health forms must be uploaded to FamilyID.
 - iv. All participants are also required to pay a \$40 activity fee. The Activity Form is also available at ptmusicboosters.com under FORMS. This form can be turned into a director, or to Jami Christopher at the Athletic Office.
- g. Travel Release Form
 - i. If your child is not taking the bus for an event, you must fill out a travel release form and give it to the director before leaving for the event, preferably 2 – 3 days prior.
 - ii. Form can be found at <https://ptmusicboosters.com/forms-and-documents/>
- h. All necessary forms are posted on PTMB website – will blast out when new forms added.
- i. Kim Mitchell will start sending weekly eblasts with all necessary information. Last 20 blasts can be found on PTMB website. ptmusicboosters.com

11. Fundraisers

- a. High School Football Funnel Cakes – Jeremy and Gretchen White
 - i. Volunteers needed from 6 – 9pm, with 4th quarter cleanup. Sign-up at <https://ptmusicboosters.com/volunteers/volunteer-sign-ups/>. Do not need clearances.
 - ii. Sell water, Oreos, and funnel cake
 - iii. Welcome to stop by any night to check it out before signing up to help. Can contact the White's for more information.
- b. Trax Farms Funnel Cakes – Rick and Lisa Rothhaar
 - i. Desperately need co-chairs to work with the Rothhaar's – it is their last year.
 - 1. Need a couple or 2 individuals who are able to be there to get things started and clean-up at end of night (can leave during event once volunteers set-up).
 - ii. Volunteers are needed to work stand. Can sign up at <https://ptmusicboosters.com/volunteers/volunteer-sign-ups/>. Do not need clearances.
 - iii. Need Oreos, cans of pop, bottles of water, and Gatorade donations. Cash donations also accepted. A blast was sent outlining specific needs.
 - 1. Donations needed:
 - L. Boxes of Oreos (can be purchased at grocery stores, or in large quantities at Costco and Sam's Club)
 - M. Cases of Water -16 oz
 - N. Cases (cans only) or pop. Coke, diet Coke, Sprite, Dr. Pepper, Diet Dr. Pepper, Fanta Orange
 - O. 20 oz bottles of Gatorade (preferably berry and fruit punch)
 - 2. Donation drop off at Rochelle's (176 Bebout Road) or Rothhaar's (100 Meadowvue Court).
 - 3. Will have donation drop-off before an upcoming practice from 4:30 – 5.
 - iv. Trying new funnel cake mix this year because could not get enough.
- c. Sarris Candy – Elizabeth Hardy
 - i. Sell 4 types of candy bars (peanut butter, milk chocolate, almond, crispy rice)

- ii. PTMB will earn 40% from sales.
- iii. 48 candy bars per box - \$48 per box
- iv. If want to do half one kind and half another, need to work out plan to split with another parent – can only order 1 kind in a box.
- v. First order placed around October 1. Look for blast about info for first order and payment.

12. Spring Trip – Universal Studios/Disney

- a. Trip scheduled for March 22 – 27 (only miss 3 days – no school Friday).
- b. Approximately 158 student spots available. Registration is first come, first served.
- c. Working with Brett Taylor at CCIS Discover Student Travel.
- d. Do not need to complete educational trip form – school board approved.
 - i. Students are responsible for talking to their teachers and getting work done on time. It will be the end of the 9 weeks, so students must make sure they talk to teachers about any work that is due before they leave.
- e. Note that all information provided is subject to change.
- f. Tuesday and Sunday (3/22 & 3/27) are travel days. Waiting on flight information. PTMB looked into chartering a flight, but too expensive. We need 175 seats and are waiting on Southwest to release rates in mid-September.
 - i. Looking for a flight that will hold as many students as possible for the cheapest price.
- g. Plan is to stay at Endless Summer Resort at Universal (used to be Wet and Wild)
 - i. <https://www.universalorlando.com/web/en/us/places-to-stay/universals-endless-summer-resort>
 - ii. Students get early access to Universal parks. We will take advantage of this and all students must go at the same time.
 - iii. Parents who are not chaperoning are welcome to make their own arrangements to travel. Recommend making sure reservation is refundable.
- h. Transportation still being worked out.
- i. Wednesday (3/23) and Thursday (3/24) – Universal Studios
 - i. Wednesday – Interactive Workshop for all music groups. Workshop is for students only and will last about 3 hours.
 - ii. Thursday – Marching band will march in parade at Universal Studios (Disney is backed up 2 years with high school bands, so unable to march there). Band ensemble students are eligible to march if they learn the music and come to practices scheduled in advance of trip to prepare.
 - iii. Room 100 will sing on stage at City Walk (accepted via audition).
 - iv. No events will be scheduled simultaneously.
 - v. Students will have access to both parks and City Walk when not performing.
- j. Friday (3/25) and Saturday (3/26) – Disney
 - i. Both days 100% park days – students must go to Disney.
 - ii. Friday – Hollywood Studios
 - iii. Saturday – Student choice if logistically possible. Kids will sign up ahead of time and chaperones spread out among the parks.
- k. Meals
 - i. Breakfast provided at hotel.
 - ii. Students given gift cards for lunch and dinner in the parks. They will be handed out each day (approximately \$35 per day). Parents can send extra spending money for additional food and other items.
 - iii. All students will eat dinner at Jimmy Buffet’s on Thursday evening. They will receive a gift card with a smaller amount that day to cover lunch.
- l. Chaperones
 - i. Approximately 10 parent chaperones are needed. Staff is not included in chaperone count.
 - ii. A request/interest form will come out in a couple of weeks. Sign-up if you want to be considered.

- 1. Must have clearances on file when you put in chaperone request.
 - iii. Chaperones MUST be available the whole time and fly both ways with the band. You must be there for all of the kids, not just your child.
 - iv. Rochelle gathers all chaperone information, puts it into spread sheet, and gives to Mr. Perrotte. The directors choose the chaperones.
 - v. Senior parents get top priority, then junior parents, etc.
 - vi. Try to select chaperones to represent all music groups
 - vii. Only one parent per family will be chosen.
 - viii. Chaperones will have student check-ins at the parks but will not walk around with them. Typically, there is 1 in person check-in and 3-4 phone check-ins (Facetime to show in park). Chaperones also make sure their assigned kids get up in morning, get on buses, and are in rooms in the evening.
 - ix. Please be patient and understanding with all teachers and chaperones attending! They do their best and take on a lot of responsibility.
 - x. PTMB hires security to be on the floors at night while chaperones are sleeping.
- m. Cost
- i. Cost includes 4 days' worth of park tickets, hotel, airfare, all meals (breakfast, lunch, dinner), bus transport, security, payment for chaperones and staff, workshops/events at the park, and travel agency expenses.
 - ii. Cost is not yet determined, but the price was \$1650 5 years ago. Flights and park tickets are more expensive now.
- n. Payment
- i. Payment will be electronic through a portal.
 - ii. You will register your child online and then pay.
 - iii. Initial payment will be higher than previous years because more money is required up front from airline, hotel, and parks this year.
- o. Insurance
- i. Parents can choose to purchase trip insurance.
 - ii. Insurance can be purchased through the portal. You will be asked to accept or specifically decline insurance.
 - iii. Standard or enhanced options are available (based upon Rochelle's conversation with CCIS, enhanced allows cancellation for any reason, including Covid). Parents are asked to read both policies carefully before making a choice and to ensure a full understanding of the risks and coverages provided by the insurance they choose. Families can also purchase their own insurance if they wish.
 - iv. PTMB strongly recommends purchasing trip insurance.
- p. **PTMB cannot refund money for any reason. We will rely strictly on the refund policies from CCIS and then you would turn to insurance for any amounts not refunded by CCIS.**
- q. **PLEASE WATCH FOR EBLASTS REGARDING THE TRIP AND SIGNUPS. WE EXPECT MORE INFORMATION IN MID SEPTEMBER.**

13. Adjournment

- a. 8:48pm. Motion made by Liz Birch, 2nd - Joelle Koucoumaris. Approved unanimously.