

North Bend Elementary School PTA - January 30, 2023 – General Membership Meeting Minutes

Opening and Attendance: Meeting called to order at 6:02pm by Courtney Sayler.

- Board Members Present: Courtney Sayler, Lindsay Ayres, Lacy Rowan, Pam Moyer, Katie Klemm
- Board Members Excused: None
- Guests: Amanda Rutherford, Megan Donnelly, Megan Hoskins, JoAnna Murdoch, Melanie Knopp, Tara Bochenick, Ashley Sarigianis, Kristin Hurdle

Approval of Agenda: Motion to approve the agenda received from Amanda Rutherford; seconded by Lindsay Ayres.

Treasurer's and Secretary's Report

- Pam Moyer provided an update regarding the account.
 - o Projected \$6000 ending balance (carryover) as of 12/31.
 - o As of January: Account ending balance \$35,912. \$4800 income pending for bull roast. \$475 income pending for movie night. \$4100 favorable in income.
 - o Expenses: \$1900 pending as of end of period for checks already cut.
 - o Bowling party, book fair: Higher than expected expenses. Book fair was projected at \$200; we owed \$1300. This isn't a true "expense". We keep checks and cash payments; Scholastic receives credit card payments directly.
 - o Filed 990 before December 31.
 - o Regarding updated registration, the portal is now working, and we can file this new way. Pam to work with Tracy at Maryland and resubmit via the portal.
- Katie Klemm reviewed the minutes from the November 28, 2022, General Membership meeting. The minutes will be posted on the PTA website.
 - o Motion to approve the November 28, 2022, minutes received from Amanda Rutherford; seconded by Melanie Knopp.

Reports:

- Principal's Report – Ms. Rutherford:
 - o Reiterated appreciation for parent volunteers helping in the school and with the Patriot Program.
 - o Reading Walkthroughs occurred last week. School received positive feedback.
 - o CogAT testing for second graders is upcoming this week.
 - o Last Friday was the end of the second quarter. Report cards available in 2 weeks.
 - o Ag lab trailer is coming to NBES the week of February 20th – This is a grant-funded program that provides lessons and activities for all students in grades K-5.
- PTA President's Report – Courtney Sayler:
 - o Asked for feedback on the January supply drive. Ms. Hoskins received some donations. Recognize timing and communication of this event may have been difficult.
 - o Bull Roast is almost completely sold out!
 - o Need to review the budget closely to determine how much excess funds are potentially available to purchase a gift for the school. Both the Bull Roast and Spring Book Fair have the potential for increased income. (School gift ideas include a ga-ga ball pit and book vending machine.)
 - o Teachers have received their books from the Book Fair books and Ms. DiNatale has received the grant for jump rope readers.

Committee Reports

Events (Upcoming 2 months)

- STEM Night (Courtney): Discussed shifting gears from an after-school STEM "Night" to a STEM assembly and combining budgets for STEM Night and cultural arts assemblies. Past STEM Nights were well supported by Aberdeen High School but this year, have been unable to secure same level of support from NHHS. Offering an assembly during the day will also reach more students. Lindsay and Courtney to discuss and follow up with Ms. Rutherford.
- Spring Book Fair (Courtney/Ashley): February 27- March 3, with evening hours on March 1st to correspond with Family Reading Night. Will also have book fair hours during Donuts with Grownups on Thursday and Friday morning. Sign-up genius available for volunteers. Reminder that volunteers need to contact Ms. Donnelly to take volunteer training. Discussed moving next year's spring book fair to April/May so can take advantage of BOGO.
- Donuts with Grownups (Lindsay): Application for donation of donuts from ShopRite has been submitted. Two committee chairs are leading this again. Flyer coming home soon.

- Bull Roast (Melanie): Event is almost sold out, but we are in need of more raffle/silent auction donations. Plan to sell raffle tickets at Donuts for Grownups and Family Reading Night.

Events (Past)

- Winter Wonderland (Lacy): Event was a big success with positive feedback received. A refund of \$735 was received from the photo booth company given that their set up was not fully operational.
- Holiday Restaurant (Lindsay): Event went very well and had many guests in attendance. Ms. Rutherford received positive feedback from adult attendees. The large number of volunteers was good.
- Reflections Showcase (Lacy/Courtney): Went well overall. Next year will consider more advertising and potentially more school involvement (Hosting a night to work on projects at school?) All the entries that placed 1st, 2nd, or 3rd were sent to Harford County and are at the judging level. Ms. Rutherford should receive an email in early February when judging is complete.
- Bowling Party (Lindsay): Event went very well, with enough families participating to fill half the bowling alley. Raffles and door prizes raised almost \$200. Also received coupon donations to use for February Bear Reading.
- Indoor Family Movie Night (Courtney): Incorporated feedback from first movie night to make this second event run much smoother than the first. Considering options for the June movie night. Planned to have this outside but given the late sunset time, may postpone this until next September (Movie license is valid until September 19th).
- Pool party: Not able to be held at NH Swim Club. Considering other venues.

Non-Events (Ongoing/Upcoming)

- Patriot Program (JoAnna): Program is in full swing, with volunteers coming in weekly through March. Teachers have been very helpful advertising/supporting program. Discussed best ways to communicate what requirements are still needed. Planned to send information home closer to March noting missing requirements. Considering sending this earlier. Other ideas include using a checklist or sending multiple updates at the midpoint and closer to the end.
- Membership (Pam/Courtney): 7 new members in December. Consider accepting new members every month vs. every other month, given the costs with mailing in payment outweigh the income we receive from them joining.
- Spirit Nights (Melanie/Lacy): J'Ville Grille was a great success. Next up is Texas Roadhouse on 2/16.
- Gifts of Sunshine (Lindsay): Going well. Celebrating birthdays, 1 marriage, 1 retirement, 2 babies (1 in March).
- Yearbook (Courtney): Continue sending pictures to Aubrey.
- Assemblies (Courtney): Discussed as part of STEM Night planning.
- Bear Reading Program (Courtney): Going very well and February gift is planned. Feedback received that it may be difficult for some intermediate students to reach goal of 5 chapter books a month, on top of reading homework. Jennifer has changed the wording to give parents more discretion for this requirement. Will also consider using a time requirement vs. a number of books. Also consider using a calendar format to check off days.
- Family Reading Program (Courtney): Books came home today for this.

Non-Events (Past)

- Food Drive/Giving Tree (Lindsay): Dropped off food donations. Gift cards to be given to Ms. Stewart around spring break.
- Supply Drive (Courtney): Good event but consider moving back to later in January next year.
- Original Artworks (Lindsay): Completed.

Open Forum:

- Discussed possibility of having a school dance; however, probably too many logistical/behavioral concerns. Also discussed bringing back the Talent Show, and possibly combining that with the ice cream social. Feedback received that the talent show would need to have a documented process/scoring sheets for selecting acts for the show.

Adjournment and Next Meeting:

- Motion for adjournment made by Melanie Knopp at 7:18pm; seconded by Amanda Rutherford.
- Next North Bend Elementary School PTA General Membership meeting will be Monday, February 27, 2023, at 6pm.

Minutes respectfully submitted by Katie Klemm.