

North Bend Elementary School PTA - November 28th, 2022 - General Membership Meeting Minutes

Opening and Attendance: Meeting called to order at 6:09 pm by Courtney Sayler.

- Board Members Present: Courtney Sayler, Lindsay Ayres, Lacy Rowan, Katie Klemm
- Board Members Excused: Pam Moyer
- Guests: Megan Donnelly, Lauryn Krauch, JoAnna Murdoch, Katie Powell, Arelis Rosa, Amanda Rutherford, Ashley Sarigianis, Aubrey Tester, Natalie Totaro

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

Secretary and Treasurer's Report

- Katie Klemm reviewed the minutes from the October 24, 2022, General Membership meeting. Moving forward, the minutes will be available on the PTA website to review prior to the meetings.
- Courtney Sayler provided an update on the Treasurer's Report. Some information received immediately prior to the meeting, but further detailed information is needed regarding the account, an extension for last year's taxes and the audit. Last year's taxes were due on November 15th and the audit was due October 31st. Courtney will reach out to Pam to obtain information.

Reports:

- Principal's Report – Ms. Rutherford:
 - o Reiterated appreciation for the grant money for prizes for Bear Bucks program, and appreciation for all the volunteers helping in the school.
 - o Reminder about the Boon Supply fundraiser that is open until 12/5.
 - o Conveyed appreciation for Courtney Sayler and Lindsay Ayres who assisted with videoing the Walk A Thon Reward school overnigher. Received positive feedback from students!
- PTA President's Report – Courtney Sayler:
 - o Book Fair: Huge success, with total sales of \$14,622.94. For comparison, the book fair in 2019 had sales of approximately \$8,900. Many thanks to Ashley Sarigianis and Aubrey Tester for running the registers all week! Every child in the school received a book and Mr. Hicks was instrumental in helping make sure this happened. Of our total profits of around \$7,000, \$3,000 was taken as Scholastic dollars and given to the school. (Mr. Hicks given about \$1,000, Ms. DiNatale given around \$500, teachers given \$50 in Scholastic dollars.) Remaining profit (around \$2,080) was taken as cash. Of note, the profits for the Spring book fair will likely be less since all books are buy one get one free. Overall, we are short about \$6,000 in planned profit. However, we have extra from Walk A Thon and the \$8,000 carry over. This will be reviewed with the updated Treasurer report.
 - o Trunk or Treat: The rescheduled event was very successful. Feedback was received regarding the very large turnout of students, including many who were not from either North Bend or Jarrettsville. JVFC volunteers even spent \$300 extra on candy and still ran out due to the number of students who attended. Also heard that some people were unhappy due to the long lines and that the candy donated for NBES/JES students went to many others outside these schools. Feedback will be incorporated into planning for next year's event, including possibly having wrist bands or tickets for entry, or having an individual event for only our school, possibly on site at North Bend.

Committee Reports

Events (Upcoming 2 months)

- Winter Wonderland (Katie P/Lacy): This event is from 5-8pm. Santa to be confirmed for 5:30-7:30. The Grinch will also be attending. Planning to have a photo booth, hot cocoa bar, gingerbread houses, and new crafts. There will also be food trucks and the train garden will be open at the fire house.
- Holiday Restaurant (Lindsay): This event is scheduled for December 15th and planning is going well. The cafeteria has ordered the food and information went home to students today. Ms. Bobbie is helping with decorations for cafeteria. We already have RSVPs from multiple HCPS administrators as well as from Bob Cassilly. We will have nice place settings for them. We will need donations of pies, volunteers to serve, and someone to be Bendy (as Santa).
- Reflections Showcase (Lacy/Courtney): This event is scheduled for December 14th. We are expecting to receive submissions from about 16 participants. These are due Thursday, December 1st. Students and families will receive ribbons, certificates, and snacks at this showcase. Judges are being confirmed. We need 3 and currently have 2.

For judging, students are broken down into 3 class levels and there are 6 categories within each class level. The school can send forward four submissions per category. Courtney will email the link to sign up as a judge to Ms. Rutherford to send to staff.

- Bowling Party (Lindsay): Paperwork went home with students today. Will be collecting RSVPs and providing the final number to the Bowling Alley about a week ahead. Raffle/door prizes will be assembled to be given away during the event. Families can purchase food at the event. Cost is \$15 per person.
- Indoor Family Movie Night (Courtney): Deposit already paid for this event to be held on January 20th. Survey was sent out on Facebook regarding movie choice and SuperPets won. If anyone is interested in serving as a Chairperson for this event, please let Courtney know. Plan to incorporate feedback from first movie night, including changing tickets to each be \$1, and turning lights all the way off.

Non-Events

- Patriot Program (JoAnna): Packets went home last week. Parent volunteers going into classrooms starting in January and continuing through March. Have one parent per grade level currently but may recruit more. Courtney to follow up with Ms. Julie because the information is posted on the school website twice, and one is older/incorrect information. Ms. Donnelly to reach out to Transportation to get confirmation on buses for May 18th field trip. Fort McHenry doesn't require much advance notice for the trip. A waiver for volunteers will be sent about a week prior to the trip.
- Food Drive/Giving Tree (Lindsay): Information on this went home to students. There will be a box in the lobby for students to bring in food donations, and they can also be brought to Winter Wonderland. For the Giving Tree, we are asking for gift cards, of any amount and any location. Ms. Rutherford suggested providing guidance on the types of gift cards that are most appropriate (grocery stores, Walmart, etc.).
- Supply Drive (Courtney): This will be held in January to help replenish teacher's school supplies.
- Membership (Courtney): No update.
- Spirit Nights (Lacy): Next spirit nights include Eats and Sweets (12/12, 5:30-8:30pm), Wendy's (1/4, 6:30am-9pm) and Texas Roadhouse (2/16, 3-9pm). Checks from all previous spirit nights have been received.
- Reflections Submissions (Lacy/Courtney): Nothing additional.
- Gifts of Sunshine (Lindsay): Continuing to receive donations for the staff lounge. No new updates. PTA knows of 2 babies, a wedding, and one retirement. Let PTA know of other events/milestones to celebrate.
- Original Artworks (Lindsay): Big thank you to Ms. W for all her help with this. PTA made around \$800. Items should be received in early December and will be distributed and sent home.
- Yearbook (Aubrey/Courtney): About 13% of enrollment have purchased a book already. Earned 3 free year books, and need to decide who will receive the free books (Library and PTA typically either receive or purchase a copy. We could also give the free books to students who would benefit the most.) Strawbridge has reached out regarding student photos. We are receiving many photos from families, and a reminder will be posted on FaceBook to send photos of your children from events (not group shots). Will also remind teachers to please take and send photos of class events.
- Assemblies (Courtney): Board of Directors met earlier tonight to discuss the \$4,000 line item in the budget for assemblies. We have 2 assemblies completed/planned so far this year (laser light show and Faith In The Flakes (FITF) – T shirts for FITF coming in tomorrow and will be sent home). Cost is generally around \$1,000 per assembly. Board of Directors voted to approve changing this line item to Assemblies/Field Trips and approved providing \$200 per grade level (total of \$1,200) to the school to offset costs of field trips.
- Bear Reading Program (Courtney): November reward is an Eats and Sweets coupon. Lindsay is working with Jennifer to try to recruit other businesses to donate coupons/rewards. Please let PTA know of other ideas/connections. Looking into December reward, and possibly purchasing bookmarks. Lindsay will follow up with Jennifer.
- Family Reading Program (Courtney): Books have been purchased and given to Ms. DiNatale. These will be coming home in January/February.

Open Forum: No additional topics discussed.

Adjournment and Next Meeting:

- Motion for adjournment was made by Lacy Rowan at 7:03pm; seconded by Megan Donnelly.
- Next North Bend Elementary School PTA General Membership meeting will be Monday, January 30th at 6pm.

Minutes respectfully submitted by Katie Klemm.