

Lebanon Borough School

PTA Meeting

9/11/23

Attendance: Bruce Arcurio, Liz Farrell, Kathleen Seelig (President), Heather Berg (Vice President), Brandon Borzelli (Treasurer), Kristen Abeles (Recording Secretary), Ruth Karavidas, Kate Wetzel

Paperwork: Agenda, Start of year budget

Meeting was called to order at 6:32pm by President Kathleen Seelig in the LBS Library.

Dr. Arcurio's Report

Dr. Arcurio reported that the first few weeks of school have run smoothly. In the past months, there have been curriculum re-writes in many areas to keep up our standards. The school lunch program has returned this year, and it is equally as popular and well-used as last year. It is required that schools conduct fire and safety drills within the first two weeks of the school year. The first fire drill occurred last week, and the safety drill is set to happen this week. Parents will be notified after the safety drill, as is required. The Wingman program will begin next week. The Sixth Graders are scheduled to receive a refresher course. Fifth Graders who are new to the program will receive the full 2-day program. Back to School Night is scheduled for this Thursday, 9/14 at 6:10pm. The Start Strong assessments for the Fall have been eliminated, so the only standardized testing this year will occur in the Spring. President Kathleen inquired about whether LBS students would be able to participate in some sports (like soccer and cross-country) at Clinton Public School. Dr. Arcurio will advise on this, but suggested that soccer may not be feasible due to the complications of setting up a team. Dr. Arcurio reminded the parents to fill-out or acknowledge the forms on the RealTime parent portal as soon as possible.

Treasurer's Report

Treasurer Brandon provided the budget for the 2023-24 school year to the group. He says that we began the year with \$4,462.75 in the bank, prior to paying Mr. Torres for his time running the previous year's PTA basketball program. Now we have \$3531.73 to begin the year.

Expenses: The treasurer paid for the PTA Ice Cream Social, re-upped the PTA Insurance and Charitable organization registration. Treasurer Brandon is putting together an audit of the PTA funds, and he may need some volunteers to help.

President Kathleen Seelig reported that the Friends of the Washington Crossing organization gave her a check to reimburse the PTA for the field trip during the 22-23 school year, which was canceled due to air quality issues from the Canadian wildfires.

For the 23-24 budget, Treasurer Brandon would keep the income projection the same as last year, at \$2,000.00. If the PTA sticks to this budget, the balance would be \$3,353.75, including a \$1,100.00 increase in expenses over last year. He clarified that the money coming in and going out should equal \$0.

Treasurer Brandon petitioned the group for a volunteer to be his Co-Treasurer, who would handle the banking piece only (not the paperwork). Ruth Karavidas volunteered. President Kathleen Seelig and Treasurer Brandon Borzelli voted for her, and everyone unanimously agreed to this. To facilitate this change, Treasurer Brandon said Ruth needed to be added to the PTA bank account, and President Kathleen removed. Brandon, Kathleen and Ruth will meet at the bank on an upcoming Saturday to make this change.

September Event

The Ice Cream Social event, held on 9/8 at 3pm was successful. Many Sixth Grade families made donations of toppings, plates and utensils. About 30-40 children attended, along with a handful of their parents. The volunteers confirmed that the two gallons purchased were just enough; everyone got ice cream without leftovers.

Clothing Drive

The clothing drive will be one of the fundraisers for October. We will be donating to the same company as last year. It is expected to be held on 10/13, but Vice President Heather will confirm this date. Once the date is confirmed, we will need a few volunteers to help load the truck. Heather mentioned that last year the truck arrived early, and the drivers were waiting for volunteers to arrive. Among the items accepted will be linens, stuffed animals, toys, shoes and bikes. Shoe and bike donations earn more money for the PTA than the rest. Among the items that will not be accepted are pots, pans and baby accessories. As the date approaches, we will add this event to the Remind App.

Remind App

The PTA has agreed to use the Remind App as the primary way of communicating with members and other LBS parents. Remind allows us to attach fliers and send reminders directly to participants. The group hopes it will get a better response than Facebook, which hasn't been effective in recent years as a means of communication. Dr. Arcurio agreed that it is better to contact parents directly. When a parent signs up for Remind, they can elect to download the app or not. They can also participate via email or text.

Back to School Night

Back to School Night is scheduled for 9/14 at 6:10pm. Vice President Heather will give a small speech following Dr. Arcurio's opening remarks to try and cultivate interest in the PTA. She will create a couple

of Google slides, which will be included at the end of Dr. Arcurio's slide presentation. She plans to mention the Remind App (including a QR code to sign up), as well as a general synopsis of how the PTA is involved with the school. Heather also plans to mention the PTA class representative position, as a liaison between individual grades and the PTA.

Change in PTA Membership

This year we will not be requesting that parents join as official members of the PTA. Treasurer Brandon mentioned that only the PTA Board, Dr. Arcurio and one or two teachers will be officially stated as members. \$4 each for the above participants will be paid to NJPTA for membership fees. This year, instead of asking for PTA membership dues from the general LBS parent population, we will send out a request for a simple donation. This should be a time-saver, as we will not need to enter the contact information for a large number of parent participants.

There was a suggestion to include grandparents as a potential source of volunteer support and monetary donations.

November Events

The LBS Spirit Wear sale will be organized by President Kathleen, in November. She is waiting for the link from the company.

The Scholastic Book Fair will be running from November 13-17. Natalie Tawil will be organizing this. As the school will be closed in the days leading up to the fair, President Kathleen requested whether it would be possible to set up the Wednesday before the sale, 11/8. Dr. Arcurio said he thought this would be acceptable.

The November PTA meeting, currently scheduled for 11/6, will be moved to 11/13. This is to avoid a conflict with parent-teacher conferences. President Kathleen will update the PTA Activities calendar with this change.

Mad Science Assembly

President Kathleen proposed funding a Mad Science Halloween Assembly. The cost would be \$345 for a 45-minute long assembly. All present thought this sounded like something the students would enjoy. Kathleen will send an email, checking for date availability, and include Dr. Arcurio on the email. Dr. Arcurio mentioned that the preferred start time for this event would be 1:15pm or later.

March Family Event

President Kathleen suggested a themed event (possibly "Reptiles"), which would include a cake-making competition, followed by the Rizzo Wildlife Show. Kathleen mentioned that this wouldn't be taxing on the PTA and would involve LBS families in a fun way. Mrs. Farrell suggested candy, or something else, as

an alternative to cake. Dr. Arcurio laughingly suggested meatloaf. At the end of the event, participants could eat the cakes (or other creations). All seemed in favor of this idea.

December Kids Night Out

The new proposed dates for Kids Night Out are Thursday 11/30 and Saturday 12/2, as the original date of 12/1 was in conflict with the popular Clinton Christmas Parade. Vice President Heather will decide on the final date by the next meeting. It was proposed that the cost of the event be \$20 per child, plus \$10 per each additional child. It was suggested that we have a teacher to moderate this event to provide a degree of legitimacy. Dr. Arcurio noted that the teacher's contractual hourly rate is \$30. Vice President Heather will contact Girl Scouts for potential teen volunteers for this event. In addition, it was suggested that she reach out to the advisors of the North Hunterdon Honor Society, which required its participants to fulfill 100 volunteer hours. President Kathleen suggested the Key Club, in addition to Interact as possible sources of volunteers.

Suggestions for Other Events

Vice President Heather suggested the Readington Museum as a source for possible events, presentations or field trips in the future. In addition, the Hunterdon County Parks Department can do Maple Sugaring programs, which can be conducted on-site or at their location. President Kathleen mentioned that she has a book, which lists the pricing for these services.

Motion to Adjourn: Bruce Arcurio

Second: Kathleen Seelig

Meeting was adjourned at 7:25pm.