

# Lebanon Borough School

## PTA Meeting

**10/2/23**

**Attendance:** Bruce Arcurio, Mayan Barkel, Colleen Ingram, Kathleen Seelig (President), Heather Berg (Vice President), Brandon Borzelli (Treasurer), Kristen Abeles (Recording Secretary), Ruth Karavidas (Co-treasurer)

**Paperwork:** Agenda

**Meeting was called to order at 6:30pm by President Kathleen Seelig in the LBS Library.**

### Dr. Arcurio's Report

- Week of Respect
  - **Monday** – “Respect Those Around You” - Wear Blue
  - **Tuesday** – “Respect Your Teammate” - Wear Your Favorite Team
  - **Wednesday** – “Respect the Environment” - Wear Green
  - **Thursday** – “Respect Yourself” - Wear Your Favorite Outfit
  - **Friday** – “Respect Your Community” - Wear Your School Colors or LBS Gear
- School Closed for Inservice on Monday, Oct. 9th
- School Pictures next Wednesday, October 11th.
- We will have our Halloween Parade on the morning of October 31st.
- Beginning in October, our 5th and 6th grade student leaders will begin to implement and lead the program for the younger classes.
- Looking for volunteers to shelve books in the media center. Here are available times.
  - Monday 9:35-10:15, 10:55-11:35, 12:15-12:55
  - Tuesday 8:55-12:55, 1:35-2:15
  - Wednesday 9:35-10:55, 12:15-2:55
  - Thursday 8:55-10:15, 10:55-1:35
  - Friday 8:55-9:35, 10-10:35, 12:15-2:15
- Realtime Parent Portal
  - Log in fill out forms - cannot see report cards if you don't
- Need Custodial Subs

### Treasurer's Report

- Treasurer Brandon reported that we have \$4,706.23 in our account.
  - This amount does not include funds paid for each participant in Girls on the Run, which was paid via online check.

- This also does not include the balance of the Mad Science Assembly amount, which will be charged on the day of the event. The deposit was paid over the phone.
  - We've had \$610.00 in donations as of 10/1.
  - We've had \$175.00 in pizza lunch payments as of 10/1.
- Mrs. Muia does not have the names of all students from whom money was sent via Venmo for pizza lunch, as not everyone who used Venmo sent in the paperwork.
  - The first Pizza lunch of the year will be on Friday 11/3, not Monday 11/6 as listed on the flyer. It was noted that the PTA flyer should be revised to correct this.
  - Ruth Karavidas is now named on the PTA bank account, and Kathleen Seelig has been removed.
  - Treasurer Brandon will give the checkbook and ledger to Ruth Karavidas. Brandon will retain responsibility for Venmo. Going forward, when teachers make a request for donations, Ruth Karavidas will email Treasurer Brandon for approval. Brandon and Ruth will both be signatories. Brandon will be responsible for all paperwork.

### **PTA Class Representatives**

- At present every grade except 5<sup>th</sup> has a class representative. Heather Berg and Kristen Abeles will share responsibility for 3<sup>rd</sup> grade.
- As for how representatives will communicate to other parents in their classes, Dr. Arcurio noted that permission will be required for class representatives to be given the email addresses of the rest of the class parents. Heather Berg will draft an email to be distributed by each teacher and sent to the parents of each student, requesting permission to share their email addresses with the PTA representative for their grade.
- President Kathleen noted that the PTA class representative position should not be a heavy lift for most participants and the Remind app will take care of some aspects of communication with parents. She noted that at present we have around 30 people signed up to receive notices via the Remind app.

### **Upcoming Events**

#### **October Clothing Drive (Vice President Heather Berg)**

- We will be using the same donation company as in previous years, which does not shred donated items.
- Bikes, shoes and stuffed animals are all accepted.
- We will begin accepting drop-offs on 10/10. Dr. Arcurio recommends scheduling the pickup on Monday, 10/16 from 1-2pm to allow for weekend drop-offs.
- Donations may be placed under the front overhang, so long as they don't block the doors.

- Heather Berg will write a blurb about this to be included in Dr. Arcurio's email on 10/6.

#### **November Spirit Wear Sale (Kathleen Seelig)**

- We will still be using Destination Athlete this year, but the sale will occur on a new website.
- Mayan Barkel suggested adding crewnecks, winter hats and pajama bottoms to the sale this year, and everyone agreed.

#### **Scholastic Book Fair (Natalie Tawil)**

- The fair will run from 11/13 to 11/17.
- Natalie Tawil has agreed to run the fair.
- The fair can be set up on Tuesday, 11/7 during teacher conferences. This allows for Wednesday 11/8 to be a "class preview" day in which students can browse the collection ahead of the sale.
- President Kathleen suggested we might find a way for students to buy books at school on Monday 11/13, if they aren't able to make it in the afterschool hours.
  - Dr. Arcurio mentioned this may be complicated for students who can't afford to buy a book. President Kathleen mentioned in the past there have been coupons to help. Mayan Barkel mentioned that the teacher baskets we've done in past years may be a good way to allow people to donate books for students who can't afford to purchase them.

#### **Clinton Festival of Trees (Kathleen Seelig and Kristen Abeles)**

- The LBS tree needs to be set up before the weekend after Thanksgiving.
- Kristen Abeles will come up with a theme and try to incorporate student participation in decorating it.

#### **Kids Night Out (Heather Berg)**

- Currently scheduled for 12/8 from 5:30-8pm
- We are hoping to seek out Scouts or other high school students to volunteer to run the activities for the students. In addition, National Honor Society members need service hours, and they may be interested in volunteering. President Kathleen said she would ask the Boy Scouts.
- We will pay a teacher to supervise this event, which may give parents additional confidence in signing up their children. Colleen Ingram mentioned she would be interested in helping.
- The cost of this event will be \$20 per student, and \$10 for each additional sibling.
- We are considering serving a light snack, or maybe just water to keep it simple.

- We will send out a flyer in early November, advertising this to parents.

### **Girls on the Run** Mayan Barkel and Colleen Ingram

- Mayan Barkel and Colleen Ingram both report that GOTR is going very well. They are an expressive group who push themselves to run. The group impressed the GOTR rep with how quickly they were able to succeed in the “Human Knot” activity, undoing the knot in 5 minutes.
- All agreed that including the 3<sup>rd</sup> graders it year has made a big impact on the overall enthusiasm of this group.
- We are now in the Essex chapter of GOTR, which is a more intensive group.
- The final 5K will take place in Princeton on 11/19.

### **New Ideas**

- **Sensory Walk**
  - Vice President Heather suggested a sensory walk in one of the school hallways.
  - Although these can be expensive, there wide a wide range of options including some DIY.
  - Heather mentioned that they have sensory walks in Clinton Public and Patrick McGaheran schools.
  - There are options to make these themes, like a Yoga Walk.
  - Mrs. Heller, the school social worker, had looked into some options when we had Esser funds from the government. At the time she found them too expensive.
  - Heather recommended a Design Your Own option, recruiting volunteers to help.

**The next meeting will be on 11/6, as scheduled, so long as Mrs. Baldoni doesn't need the library for conferences.**

**Motion to Adjourn:** Bruce Arcurio

**Second:** Kathleen Seelig

**Meeting was adjourned at 7:11pm.**