

# Lebanon Borough School

## PTA Meeting

**9/9/24**

**Attendance:** Heather Berg, Kristen Abeles, Ruth Karavidas, Bruce Arcurio, Brandon Borzelli, Danielle Valliere, Krissy Dower, Lila Kosiolik, Colleen Ingram

**Paperwork:** Treasurer's report, Agenda, Running club flyer, Broadway experience flyer

**Meeting was called to order at 6:32pm by President Heather Berg in the LBS Library.**

### Dr. Arcurio's Report

- The first 1.5 weeks of school have gone smoothly
- All Staff were CPR/AED trained on the first day for staff
- Lunch service continues to be popular and successful again this year. Currently, we do not have any students taking advantage of the Breakfast program
- We had our first fire drill last week and the students and staff did an excellent job of safely exiting the building. We will have a safety drill at some point this week.
- Wingman training starts next week. 5th and 6th graders have a two day training
- Back to School Night is this Thursday evening. It begins at 6:10 in the cafeteria. The schedule was in my last Friday email and will be emailed out again on Wednesday afternoon.
- We just received the NJSLA results today and you will get your mailed copies shortly

### Treasurers Report

- Treasurer Brandon Borzelli explained the treasurer's report to new members.
  - The current report reflects a negative balance due to checks cashed from the end of the 23-24 schoolyear.
  - The top section of the report reflects what we brought in; the middle section reflects our expenses.
  - The second page is what we have spent year after year.
  - Our earnings and expenses fluctuate from year to year.

- Our goal is to have a net of 0, or to come as close as possible to it.
- For our start of the year fundraiser, we projected \$1,200 in earnings. In the first few days we have collected close to \$500.
- Our current balance is \$3,933.33. Historically our beginning balance is around \$6,000. The lack of fundraising during the 2021-22 school year accounts for this difference.
- We shouldn't be alarmed by the \$0 budgeted for Safety Patrol and other programs. This estimate simply reflects what we spent on these programs in the previous few years.
- **Venmo:** Treasurer Brandon needs someone else to take over responsibility for the PTA Venmo payments.
  - It is a simple job. All that is required is to go through payments and make sure they are in the right buckets. The most active part is in the beginning of the year.
  - Danielle Valliere volunteered. She asked if there is a way to message people to find out what they are paying for. The answer was yes. Treasurer Brandon has a spreadsheet of expenses and payments.
- Treasurer Brandon suggested it may be useful to have a master spreadsheet of all payments to the PTA.

### **Old business**

- President Heather Berg spoke at the pre-K orientation, encouraging new parents to reach out and support the PTA.
- We hosted the Ice Cream Social on September 6 and it was a success. Kristen Abeles, Danielle DiNardo and Amy Sjursen helped with this event.
  - Dr. Arcurio notes that it was a major improvement to order ice cream bars, rather than gallons. President Heather Berg found nut-free options at BJ's (Strawberry shortcake bars, Klondike bars, Outshine bars). These will work in the future.

### **New business**

### **Back to School Night**

- President Heather will speak at Back to School night, encouraging participation in the PTA activities.
- Dr. Arcurio will copy the PTA slides from last year into his presentation for this year.
- We will need a PTA table, with flyers, sign-up sheets, and Remind instructions. We may need volunteers to man the table and collect the forms that were handed in.
- We will provide committee signups for the following activities. This will enable us to start creating teams for these events.

- Teacher appreciation
- Bingo (or alternate fundraising activity)
- School dance
- PTA table at the Lebanon Borough Harvest Festival (Kristen Abeles and Nataliya are interesting in volunteering)
- Spirit Wear

### **Spirit Wear Sale**

- Currently this is scheduled for November 1-15.
- We may get more business than usual due to the large incoming pre-K and Kindergarten classes.
- We need volunteers to spearhead this event. This involves selecting which LBS logo to use, making a flyer, working with the vendor (Destination Athlete) to determine which products to sell, and possibly retrieving the products when they arrive at Destination Athlete.
- Kristen Abeles and Chrysi Dower volunteer to run this event.

### **Scholastic Book Fair**

- This is scheduled for November 12-14.
- Lynn Francisco agreed to run this event again. She will send a volunteer list as the time gets closer.
- We would like to include a Parks Department presentation again this year, as it is affordable and has been shown to draw in more interest in the book sale.

### **December Kids Night Out**

- Mrs. Ingram noted that last year was a huge success.
- Currently this is scheduled for December 13, so we don't compete with the Clinton parade.
- Last year's event was between 6-8:30, with activities and snacks. Having teacher volunteers last year was a great idea, lending an air of legitimacy to the event and making parents feel more comfortable.
- Last year's event utilized 2 teacher volunteers and 5 or 6 adult volunteers. We attempted to recruit teen volunteers, but it was difficult to find any. This year President Heather can reach out to Girl Scouts, Honor Societies, etc. to try and get teen volunteers.

## **PTA Board**

- Treasurer Brandon reports that the PTA Board has informed us that we need to have more members, at least 10 on file to have a quorum. Additionally, we can't have a person running an event who isn't an official member.
- Discussion about changing the organization to a PTO or Home School.
  - The benefit to remaining in the PTA is that it guides us through the process of obtaining a gaming license for events like Bingo and basket auctions.
  - Mrs. Ingram reports that the difference between a PTA and PTO is that an association collects membership dues and an organization does not.
- Treasurer Brandon determines that we should take the first 20 people who pay membership dues as our official members, satisfying the PTA board.
- Kristen Abeles will collect PTA Membership forms and coordinate with Danielle and Brandon to determine who signs up through Venmo and who uses the paper form. She will use this information to make a membership spreadsheet.

## **New business**

### **Running Club**

- Mrs. Ingram spoke to the PTA about hosting a running club similar to Girls on the Run (a motivational club meeting two days per week and culminating in a race), but less costly and inclusive of boys as well.
- The club is called the LBS Walk/Run/Move Club
  - Includes grades 3-6
  - Runs From September 16 through October 28
  - Contains a Social Emotional Learning component and a running component in each session.
  - Culminates on November 3 at the Duck Donut 5K race at Duke Island Park.
- Mrs. Ingram is looking for a \$10 stipend per student participant, to offset the \$35 cost of the race.
- The PTA agrees on a \$500 stipend for running club, which would be around \$20 per person.
- Mrs. Farrell will register for students and adult participants on her credit card and be reimbursed through the PTA.
- Participants should register through their teachers and send home the form for their running buddies.
- Dr. Arcurio notes that the mandatory running buddies are not required to be parents; they can be anyone over the age of 18.

### **Broadway Program**

- Mrs. Ingram proposed a school/family/friend trip to see a Broadway musical. Her brother directs a nonprofit program that runs retreats to Broadway, containing a show and a Q&A session with a member of the Broadway community.
- This year's show would be Back to the Future
- We have flexibility in how to design the programs.
- The cost per participant would be \$160.
- Bussing request
  - Mrs. Ingram requests PTA support for the cost of bussing the participants.
  - Charter buses would cost over \$2,000, so it was suggested to reach out to the ESC bus company, with whom we already have a relationship. Having more participants would offset the cost per person.
  - Brandon Borzelli mentioned that CPS used a school bus for transportation to a Broadway show last year. Dr. Arcurio will obtain a price from ESC.
- The time is limited on this decision. We would need to decide on a reservation date by October 1.
- Mrs. Ingram will create a Google form to gauge interest in this program, to be sent out in Dr. Arcurio's weekly email updates.
- President Heather will put the interest form on the Remind app and school Facebook page.

### **PTA Class Representatives**

- The idea of class representatives worked well last year, and we decided to keep it in place for the current school year.
- President Heather will put out a form on Back to School night to gauge interest for these positions.

**Heather Berg motioned to adjourn 7:30pm.**