Minutes

Greenbrier Elementary

Date | time September 12, 2023 at 6 PM| Meeting called to order by Rachel Souders

# Welcome and Introductions

Rachel Souders- President, Brittany Buhrman- Vice President, Holly Leatherman- Treasurer, Paul Guerin- Secretary, Pam Dodd- Membership, Dr. Bishop- Principal, Merideth Plasterer- 2nd Grade Teacher, Heather Tuya- Library Media Specialist. Parent-Student Introductions.

# Recap of Summer Planning

* All PTA Meetings will be 2nd Tuesday of the month except for May. Date in May will be on Monday the 13th.
* Survey given to staff getting feedback on teacher appreciation. Likes included coffee bars and chocolate bars. Areas to consider include changing teacher appreciation breakfast to a lunch and no more cookie trays.
* Audit was conducted on all PTA accounts over the summer and everything met requirements.
* Back to School Night was a success! We sold old Greenbrier merchandise to raise money and did a gift card raffle to increase membership signups. Gift cards were for Potomac Street Creamery, Jimmy Johns, and Stone Works.The PTA provided staff with Jimmy Johns for dinner which was appreciated.
* Need to proceed with caution regarding budget as we are starting with less funds in our account this year than at the beginning of last year. Current Balance- $10,224. Balance in September 2022- $13,383.

# Principal Report

* The school year is off to a great start! There are currently 249 students at the school.
* Biggest change is having two classroom teachers at every grade level. This has allowed for lower class sizes, greater flexibility, and more personalized learning opportunities for students.
* Safety drills are starting. Please reinforce the importance of listening to the teacher during these times.

# Movie License Renewal

* There will be one movie night per marking period. The cost of the license renewal is $480 for the year. The expense covers privacy and copyright legalities. Christina Martinkosky motions to provide funds from PTA, Jackie Sullivan seconds the Motion. Motion Passes. PTA will provide money for movie license renewal.
* Mrs. Tuya, Library Media Specialist, spoke about the Fall Book Fair. There is a need for parent volunteers to help shoppers and lead the craft area. Book Fair dates are December 5th and 7th. December 7th is book fair family night after school. Will have sign-up sheet at the next meeting for volunteers to help with this evening event. The PTA usually funds a craft activity at Family Night – will discuss ideas at October meeting.

# Membership Report

* PTA membership has a new digital platform this year. Everyone should have received an email with their membership card. If you have not received this email please contact Pam Dodd.
* There are currently 65 members signed up this year, as compared to 48 at this time last year!

# Treasurer Report

* Incoming monthly income from Walkathon sponsors and merchandise sales.
* Outgoing monthly expense from Back to School dinner for staff.
* Current balance is $10,224.
* PTA budget formulated based on projections for the year given how we performed with fundraising. Questions about money for field trips. Usually give $2k. Cost used to offset cost to parents.
* Currently projecting a negative balance if we do everything we did last year. Question about government aid. Government does not provide money for PTA related expenses. Question about year book expense. Company charges us to make the yearbook and yearbook is sold at a minimal profit. School yearbooks are separate from your child’s individual or class photo. Question about school store. The store operates on Fridays and things are sold at very low profit. The store makes an average of $80/quarter.
* Vote to approve budget- Motion made by Merideth Plasterer to accept proposed budget, 2nd by Jolee Ashley. Motion Passes.

# Walk-a-Thon

* We have raised over $3,500 from community sponsors. This is $300 more than last year! Thank-you notes are being sent to sponsors and we are promoting their business on our Greenbrier PTA Page. Fundraising papers have been sent home to families.
* T-Shirt orders need to be placed for the Walk-a-Thon. Every child and staff member receives a shirt. We are using the company BJs to make the shirts. Discussion about the color of the shirt, discussion about including school logo, discussion about having student competition to design shirt for next year. Final decision made to not include the GES logo and use some sort of bright green color with the words ‘Greenbrier Walk-a-thon 2023’ in white or black lettering on front and list of sponsors on back.
* Snacks will be provided by the PTA for the Walk-a-thon. Group vote taken to pay for the cost of pretzels and water for the event. Christina Martinkosky volunteered to buy these items and will be reimbursed.
* Parent volunteers will be needed on October 13th to help assist with the event. Jobs include setting up and taking down the course, snack distribution, etc. Volunteers will need to arrive at 7:30. PTA will create a Sign Up Genius for parents.

# Yearbook Committee

* We need parents of 5th grade students to volunteer to help with the creation of the Greenbrier yearbook. Students should take the lead with the design and content. Parent volunteers help guide, assist with technology, and offer suggestions. Maria Hill has volunteered to lead this project but at least one more volunteer is preferable. Keri Coleman will be available to answer questions as she led the yearbook committee last year.

# Trunk-or-Treat

* Date of the event will be Friday October 27th. There is no rain date and in the case of bad weather the event will be moved into the gym.
* Voting will take place by paper ballot this year. Cars participating in the event are encouraged to give their trunk design a creative name to help with recall for voting. The top 3 vote getters will all receive a prize from the PTA!
* Trunk-or-Treat flyer was approved. Need to add note about bringing extra candy to hand out.
* Parent volunteers are needed to help with the event. Jobs include handing out ballots and traffic guidance at the end of night. There will be an announcement made at the end of the event about cars leaving to avoid possible safety issues.

# Fundraisers

* The PTA is in need of all your fundraising ideas for this year! Possible upcoming fundraisers for this year include a Paint Night with Mrs. Stevens, local restaurant nights, and maybe an end of year yard sale.
* We will brainstorm more fundraising ideas at the next meeting.

# Art To Remember

* Students create a piece of art in class with Mrs. Stevens. The art is then printed on the item you select. Orders can be shipped to the school for free or directly to your house for an additional fee. Be on the lookout for order forms coming home soon. Orders will arrive in time for Christmas and make great presents.

# Fund Request

* PTA gives the school $2,000 annually to help offset the cost of various field trips throughout the year. Motion made by Jolee Ashley to give the funds. Second made by Abby Strock. Motion passes.

# Next Meeting

October 10th at 6 PM, Media Center

Meeting was adjourned at 7:30 PM.

Please do not forget to Like and Follow the Greenbrier Elementary PTA Facebook page for news and information!