

Banneker Elementary School PTO

Meeting Minutes

October 8, 2019 9:30am

Attendees: Katie Knox, Brenda Taylor, Tina Martin, Dagmara Mathews, Kristin Phelps, Cy Acord, Susan Strong, Krista Magalhaes, Harry Bigley, Kelly Nash, Melanie Blankenship, Robert Carter, Katie Cockerill

President's Report: Cy Acord

Fundraisers

- Pastries for Parents Review – Event went well, except for the shortage of donuts from DD. Tina shared that parking was an issue for parents. For planning in 2020, plan for 200 people to attend.
- Mr. Moss Hike October 27 – Flier reviewed, and after the directions to parking are updated, it is ready to be sent home to families.
- Fall Auction location & donation conversation – Continued to talk about locations, look into Dragon Hops and B Chord. Timing could be late fall or spring to allow for more planning time. If we need to make a decision about hockey and basketball tickets, consider an online auction in December.
- Giving Tree planning – Set up 2 Giving Trees: 1) tree with ornaments in lobby; 2) Sign-Up Genius for parents who don't make it into the school. Giving will be anonymous. Cy, Dagmara and Katie to manage this project.
- Middleburg Parade December 7 – Cy to register the school for the parade, set-up the Sign-Up Genius to gauge participation & send flier for candy donations. Need to find a tree & trailer for the parade.
- International Food Night January 16 and the PTO is looking for an event coordinator
- Family Fun Fair – Settled on a date of March 13th
- Read-A-Thon with Mrs. Allen in March

Vice President's Report: Kelly Nash

Turkey Trot will be run the same as last year.

Secretary's Report: Meredith Gurdak

Email communication status:

- 5 additional opt-ins bring total to 77 families
- 2 Declines
- Facebook – 3 new members to the Banneker PTO group

After School Enrichment Update - Sports Club will run for 8 weeks:

Grades 3-5 meet immediately following the school day on Mondays, on the following dates: September 16, 23, 30, October 7, 21, November 11, 18, 25. **Enrollment: 17**

Banneker Elementary School PTO

Meeting Minutes

October 8, 2019 9:30am

Grades K-2 meet immediately following the school day on Wednesdays, from September 18, 25, October 2, 9, 23, 30, November 6, 13. **Enrollment: 15**

Banneker Bards –Started last week. PTO is managing enrollment for Mr. Duggan (Cost: \$84). He decided end of last year that he would charge a fee for participation like the other afterschool activities. There is a charge for similar programs at all other LCPS run by his peers, which allow them to not only be compensated for their time, but also to buy different music, etc. **Enrollment: 16**

Recommendation to allow for students to sign up for fall OR spring and not make it a whole year program.

Art – Ms. Beach is available only on Tuesdays to run this class. I propose an early November start. Bards is also on Tuesdays; however, we have had a number of requests for all ages programs or programs that siblings can attend when older/younger siblings are attending another program. We cannot combine sports club because the enrollment is too high.

New Activity – Crafting Class from outside vendor (options include) Early January start

- Machine sewing class- 4 kid minimum and 10 kid maximum
- Hand sewing plushie- 6 kid min and 14 kid max
- Ag doll/ teddy crafting- 6 kid min and 20 kid max
- Llama/rainbow plushie accessories making- 6 kid min and 20 kid max

Questions about who the instructor will be, which project will be done, and what is the cost.

Music (Instrumental)– per Mr. Duggan, he would like to do this late winter/early spring

Treasurer's Report: Melanie Blankenship

Monthly Overview

**See Attachment

The following Expense Requests were approved unanimously.

Sarah Brissing \$199.00 for ESGI Assessment Software

Molly Allen \$199.00 for ESGI Assessment Software

Meaghan Stevens \$300.00 for Henry Cole Author Visit

Meghan Sparrow \$31.75 Book titled More Phonics Through Poetry

Cy Acord \$53.82 for Pastries with Parents

Kelly Nash \$137.00 for Pastries with Parents

Susan Strong \$135 for Odyssey of the Mind registration

The following was approved to the tune of \$100 per each 4th grade class, so total of \$200.

Jennifer Maulfair \$449.50 Jamestown/Yorktown 4th Grade Field Trip

Banneker Elementary School PTO

Meeting Minutes

October 8, 2019 9:30am

Tabled until November, more details needed.

Jennifer Maulfair \$no amount requested Flocabulary on line subscription

Direct Donation Campaign Summary: \$2,995 raised

Principal's Report: Robert Carter

Newsletter went home on 10/1.

- Positivity Project is going great
- Continuing to look for SEAC volunteer

School Improvement:

- Bus circle improvements planned for 2020
- In 5 years, the school is projected to have 249 students
- PTO will form a sub-committee to pursue having an extension allocated and built onto Banneker

Staffing Update:

- Banneker is looking to hire a new PALs tutor

Staff and Family Liaison - Brenda Taylor

Room parent status:

Brissing: Rachel Haws

Allen: Susan Strong & Kristin Phelps

Hendershot: Christy Runyan

Bossi: Katie Knox

Irvin: Maria Merritt, Melissa Glover, Marissa Hasser

Lynch: Assigned

Wilt: Drew Bishop, Lexi Leach

Maulfair: Meredith Gurdak, Mary Arden

Cornell: _____

Hamilton: _____

Brenda planning to send home fliers to 5th grade students to solicit a room parent for Cornell and Hamilton classes.

Monthly Teacher Appreciation – 2nd Grade will take the lead on October, Kindergarten will take November, and Brenda will assign the remaining months by grade level for the rest of the year

Bus Driver Appreciation on October 23 – Brenda and Cy will provide 11 treats for our drivers in the afternoon

Spirit Wear: Ali Bradley

39 orders arriving week of October 7

Directory: Susan Strong

Directory is complete; if others need to be added email Susan Strong

Banneker Elementary School PTO

Meeting Minutes

October 8, 2019 9:30am

Odyssey of the Mind: Susan Strong

20 registrations – currently only one volunteer for coach, negotiating training for this volunteer.
Teams are limited to 7 participants, so 13 students will not be fielded on a team.

Vendor Fundraising: Katie Knox

Spirit Night at Monks and Tipped Cow September 17 – Monks should be sending a check soon
Spirit Night at Chick-Fil-A November 12th
Spirit Night Planning – planning for MOD Pizza and Bush Tabernacle in the Spring
Box Tops Update (**\$24.70** raised YTD) – Participation is low; Tina Martin suggested we have families send in grocery store receipts and a PTO member scan them into the app

Election Day Bake Sale: Katie Knox

Planning for November 5 – 2 locations: 1) Banneker Elementary, 2) Philomont Fire Station
Katie still finalizing the exact location in Philomont.
Timing is 6AM – 12PM.
Sue Foote to help coordinate Banneker location.
Flier for baked good donations and volunteers to work the 2 locations will go out in October.
Sign-up Genus is ready to go.

Original Works: Kristin Phelps

Parent Packets home with students October 23rd
Send Orders & Artwork to Original Works November 8th

New Business

The PTO received a request from Sally Fletcher to participate in a petition to stop a 30 house development on Snake Hill Road. The PTO is not going to take a stand either way, but if individual members would like the information, contact Cy Acord and she will share Sally's contact information.

Banneker Elementary School PTO

Meeting Minutes

October 8, 2019 9:30am

BANNEKER ELEMENTARY

ACCOUNT REVIEW

October 8, 2019



STARTING BALANCE \$15,750.52

DEPOSITS		
Date	For	Amount
9/11	Forget It Fundraiser	\$1,320.00
9/11	Sports Club	\$1,430.00
9/16	Forget It Fundraiser	\$30.00
9/16	Sports Club	\$670.00
9/23	Forget It Fundraiser	\$235.00
9/23	Sports Club	\$210.00
9/23	Bards	\$796.00
9/23	Bards	\$100.00
10/4	Forget It Fundraiser	\$220.00
10/4	Sports Club	\$85.00
10/4	Bards	\$210.00
Total Deposits		\$5,306.00

WITHDRAWALS			
Date	To	Amount	Check #
9/12	2019 Yearbooks	\$121.00	3496
9/12	State Corporate Comission	\$25.00	3497
9/12	Debra Pitts (Headphones)	\$29.45	3498
9/12	Scholastic	\$832.38	3499
9/23	Camp High Road	\$410.50	3500
10/4	Shennandoah Valley Museum	\$100.00	3502
10/4	History Connects	\$150.00	3501
Total Withdrawals		\$1,668.33	

ENDING BALANCE	\$19,388.19	
Lowes Grant Balance	\$	476.89
Family Fun Fair Balance	\$	605.32
Scholarship	\$	1,000.00
AVAILABLE BALANCE	\$	18,305.98