

**Bonnie Brae Elementary School PTO
Meeting Minutes
September 18, 2024**

I. Call to Order: 6:01 PM ET

II. Attendance

In attendance:

- **Board Members:** Suheyla Lasky, Melissa Lowden, Sarah Barnett, Michelle Atkin, Kelly Argyros, Erica Witty, Ken Rigberg
- **BBES Administration:** Mr. Birge, Ms. Vershaw

III. Welcome

- President's Welcome
 - The PTO is still looking for a President for this year!
- Principal and Staff's Welcome
 - Thanks for the staff lunch!
 - Staff appreciated the spirit wear provided by the PTO.
 - Questions about safety related to construction.
 - Anyone that works for FCPS has to go through a background check to work for the schools.
 - Hess employees also have to go through a background check.
 - County workers have to wear orange stickers.
 - Workers are not typically in the school during the school day.
 - Renovation still on schedule for summer of 2026.
 - The new two-story wing should be complete after the end of this school year (Spring/Summer 2025).
 - Principal Birge can show the plans to anyone who is interested.
 - The office will be in the new wing of the building so people will enter on the side.
 - Not sure which grades will be in the trailers next year, but it will never be any of the kids in K-2.
 - Still no bathrooms outside, and Principal Birge continues to advocate for it, but we are still being told no bathrooms outside.

IV. Nominations for Open Board Positions

- VP of Fundraising - two new candidates who volunteered over the summer were voted in.
 - Michelle Atkins - motion approved
 - Ken Rigberg - motion approved

V. Treasurer's Report

- Net spend of \$20,217 as of September 2024
- Cashflow out includes:
 - Field trips
 - Technology equipment
 - Teacher appreciation lunch
 - Spirit Wear
- Review of 2024-2025 budget
 - Notable increases in budget line items:
 - Staff appreciation
 - Field trip expenses up in recent years
 - Would like to increase number of assemblies this year
 - Supplies and equipment
 - Recess equipment (will we need more with construction)
- Motion to approve the budget passed.

VI. VP Programs

- **After School Programs and Assemblies**
 - **After School Programs**
 - Two people work on teacher-led programs. One is a sixth grade parent. Two new volunteers have stepped up to take over after fall after school programs.
 - Two people lead community-based programs.
 - After school programs are not considered a fundraiser. It is considered an enrichment program.
 - Any leftover funds go back into the teacher supply fund.
 - **Assemblies**
 - Hoping to do two assemblies this year.
 - Assembly topics TBD.
- **Events**
 - Fall Festival - October 18.
 - Is there an option to donate without buying anything?
 - Direct donation drive - interest in doing this again.

VII. VP Fundraising

- **Fundraisers**
 - Charleston Wrap - Prize earning period ends October 17, but sales continue until December.
 - Prizes will come out after the sale ends.
 - Restaurant nights planned.
 - Would like to try more parents' night out
 - Wendy's

- Cardinal Gymnastics
- iCode

VIII. Upcoming Highlights

- Room parents - Lauren is leading this effort again.
- Plan for Amazon wish lists for teachers and staff and My Favorite Things lists to go on the website so that people can easily access them.
- Volunteers needed - we are still looking for a President and President Elect!
- Clarification about President roles: President Elect trains for the next year, the President serves the current year, and the Outgoing President trains and mentors.
- Looking for volunteers for movie night.

IX. Questions and Answers

- What is the best part of being the PTO President?
 - The community
- What's the most stressful part?
 - Getting enough volunteers
- Discussed ways to get more volunteers
 - Call people?
 - Send in a way that non-english speakers can access.

X. Adjournment

Meeting closed at 7:18 pm ET.