

Brummer Neighborhood Council PTO General Meeting Minutes

October 13, 2022 at 4:30pm

Brummer Library and

Zoom Meeting ID: 330 680 9731 - Passcode: WAB9919

1. **Call to order** 4:35pm
2. **Approval of minutes from September 8** 5m
Motion to Approve – Ms. Rogge
2nd – Mrs. Sanders
Yes – 11
No - 0
3. **Officers' Reports** 15m
 1. President's Report (Carmen McAlister) m
Welcome, teacher liaisons!
 2. Treasurer's Report (Nikki Orton)
This month's income and expenses – see attachment
 - We are missing 21 kids for camp payments
 - Shirts are being ordered 10/14 and should take about one week
 - Send out reminder to sign up again for Busch's
 - Since the change with DQ to mention Brummer, the fundraiser has been very poor. Other options – Mickey's, Biggby?
- Principal and Teacher's Report (Stacy Cooper, Michele Sanders, Jil Rogge)** 10m
Mrs. Cooper:
 - Movie night was a lot of fun and a very enjoyable event. It went very smoothly with no issues
 - Thank you for the luncheon today
 - Looking forward to the new Trail of Treats. It always is so well put on and everyone loves that eventUpdate on Emergency Drills:
 - a. Each year the schools in the district are required to have 3 Alice Drills. The school will let all parents know when they are scheduled one day ahead of time and will also notify them once its complete. Green Oak PD come do a walkthrough with staff of the procedure and give their feedback.Update on Fire Drills:
 - b. The schools are required to have 5 fire drills each year, 3 in the Fall and 2 in the Spring. The fall drills have been completed for this year

Update on Tornado Drills:

- c. The schools are required to hold 2 tornado drills each year.
They are scheduled for November and March
- The first 5th Grade Camp in Howell is on October 27th
- Parent Teacher Conferences are next week. There will be half days on 10/18 and 10/20 and conferences will run from 1:15-7:00pm
- Halloween Parade is 10/28 at 2pm and classroom parties are immediately following. Each teacher is coordinating their own party.
- First Responders Day is 10/28. There is team that is working on the plans/gift for the First Responders. Next year maybe we can get back to families participating donating cards and treats?
- Picture retakes are November 1st

Ms. Rogge:

- Will email teachers a reminder to spend their allocated classroom funds, as well as the winnings from Read A Thon. They can email Amazon links to Nikki for tax free purchase

5. Committee and Event Reports

- A. Trunk or Treat/Trail of Treats 10/26 (Caryn Walker and Terri Fiorenzi) 5m
We're trying a new location this year: the walking path
Still looking for people to host tables or canopies on the trail
Let us know if you'd like a vendor table for your business

Caryn:

- Setup starts at 4:30pm
- Pumpkin drop-off is between 8:30-3:30pm on the grassy alcove near the back parking lot. Will use the same signs from last year
- Might use LED rope lights to possibly mark the path from trunks to canopies? Since we don't have enough canopies, maybe cancel the trunk spots?
- How do we limit multiple pass throughs? Have a 2nd line for additional passes? Dance party with Ms. Rogge?
- Caryn will call the Fire and Police Departments to see if they can participate. They will need to park in drop off loop
- Will ask Jen to help bring music (Kristin)
- We need more volunteers. Caryn will create a sign-up genius so Nikki can send to NHS
- Staff Booth – 10-12 planning on coming but many want to walk around with their kids. The rest could either be at a booth or help volunteer where needed
- Do not need to request bathroom access, we haven't used it in the past.

- Read-a-thon and Movie Night Recap (Carmen McAlister) 10
- \$22,715 kept \$21,285.25, kept 94% of what we made m
- 376 kids registered (~75%), 239 raised funds, 348 logged minutes
- Beat our reading minute goal: 106,643
- 388 people signed in at movie night
- Based on the sign-in, 388 attended the event. There's a good chance it was more as many people walked by the sign-in tent. We had 470 RSVP so most likely with was somewhere between 388 and 470 attendees
 - Students were really excited for it
 - Face paint was very popular and consistently had a long line
 - Approximately 340 bags of popcorn were handed out/sold
 - Sold out of Hot Chocolate
 - Sold 2 boxes of glow wands
 - Reminder for teachers to spend the \$200 winnings for the top grade (Carmen will email)
 - Magnets were a very popular prize, especially in upper grade levels
- B. Book Fair (Emily Reigle and Stephanie Narry) 5m
- Previews begin Friday, shopping is next week
- Be on the lookout for your student's wish list
- eWallet is available again this year
- Big Top Circus Theme
 - Staff had preview day today. Student shopping will run from Monday 10/17-Friday 1-21. Shopping is also available to parents during conferences from 4:30-7:30pm
 - We have 35 volunteers this year!
 - Usually we sell about \$12,000, with 50% of that coming back to the school for book funds
 - This is a great opportunity to shop for Christmas presents
 - We accept cash, check, credit card, and eWallet
 - Teachers all have an eWallet that parents can donate to for classroom books
- C. 5th Grade Committee (Stephanie Narry) 5m
- 5th graders are scheduled for 2 camps this year. They also can take an additional field trip. BNC provides \$800 towards field trips for each grade. If the 5th graders opt to not have an additional trip, those funds can go toward the camp payments. Mrs. Sanders will follow up with teachers to see what they want to do

- Little Cesars fundraiser is in January and 5th graders can be named to earn additional funds for camp.
 1. This should also be a fundraiser for 4th graders to help set them up for their first 5th grade camp in the fall. The first camp payment is due mid-September
- Also, we will be starting \$1 hat days for students. These fundraisers will go toward 5th grade camp and will be on 1-2 Fridays per month. Students can wear a hat to school and pay \$1. Stephanie will collect money from teachers.
- Considering selling flowers for concerts
- Spring camp is tentatively May 11th
- Spring Willow sales can also have a 4th grader named to earn funds for the following year
- Busch's can list student names as well
- In January, we will start advertising for 4th grade parents to help with committee (5th grade breakfast, help keep track of funds earned for 4th graders)

D. Rollerama (Jenny Stephan)

- Wednesday, November 16th from 6-8pm
- \$9 per skater, includes skate rental and 2 hours of skating. Students can bring their own skates
- \$5 to rent skate trainers. Parents can wear their shoes to help
- Concessions and arcade not included and are separate cost
- Prepay via Toolkit to register. Rollerama did not want to run out of trainers, so those rentals need to be purchased onsite.
- Storefront will open 11/1-11/13

7. Unfinished/Old Business 5m

8. New Business 5m

A. Willow Swag Sale will run 10/29-11/12 with pick up from 12/5-12/9

B. Shopping Night is Monday, 11/14 from 5:00-8:00pm

9. Announcements 5m

A. Half days next week for conferences on 10/18 and 10/20. Sign up for a slot if you haven't already. BNC is providing staff dinners.

B. Next DQ fundraiser is 10/18 from 3:30-7:30. Mention Brummer and they'll donate 15% of your purchase.

C. Fifth Grade Camp at Howell Nature Center on 10/27

Payment (\$65) is due by this Saturday, 10/15

D. Halloween costume parade is 10/28 at 2pm on the walking path

E. Mark your calendars for the Holiday Shop December 5th-9th

10 Adjournment 5:47pm

In Person Attendees: Mrs. Cooper, Ms. Rogge, Mrs. Sanders, Carmen McAlister, Nikki Orton, Stephanie Narry, Emily Reigle, Kristin Lowell, Jennifer Stephan, Cheryl McCullough

Zoom Attendees: Caryn Walker

Brummer Neighborhood Council FY 2022

Treasurer's Report

09/08/2022 - 10/13/2022

BANK BALANCE 10/13/22

CHECKING: \$25,668.39

SAVINGS: \$11,857.69

October General Meeting

School/Teacher/Staff Support	Income	Expenses	Year to Date	Net Budget	More/Less
Teacher Appreciation Week	-	\$93.96	-\$93.96	-\$3,000.00	\$2,906.04
Teacher & Staff Wellness Bar	-	-	-	-\$300.00	\$300.00
Support Staff Appreciation (Admin Professional / Principal Day)	-	-	-	-\$300.00	\$300.00
Teacher Conference Dinners	-	-	-	-\$1,000.00	\$1,000.00
Teacher & School Supplies	\$5.00	\$185.34	-\$180.34	-\$4,000.00	\$3,619.66
Recess Supplies (Indoor & outdoor)	-	-	-\$253.28	-\$1,500.00	\$1,246.72
Teacher Allocations (\$200/teacher)	-	\$143.96	-\$143.96	-\$4,200.00	\$4,056.04
Art Dept Allocation	-	-	-	-\$500.00	\$500.00
Music Dept Allocation	-	-	-	-\$500.00	\$500.00
Media Center Allocation	-	-	-\$12.37	-\$500.00	\$487.63
PE Dept Allocation	-	-	-	-\$1,000.00	\$1,000.00
Resource Room	-	-	-	-\$200.00	\$200.00
Social Work	-	-	-	-\$200.00	\$200.00
Speech	\$26.58	\$27.18	-\$207.03	-\$200.00	-\$7.03
Sensory Room	-	-	-	-\$200.00	\$200.00
ESL	-	-	-	-\$200.00	\$200.00
Restorative Practices	-	-	-	-\$200.00	\$200.00
Reading Recovery	-	-	-	-\$200.00	\$200.00
Field Trip Funds (\$800/grade)	-	-	-	-\$4,800.00	\$4,800.00
Book Club Books (Grade 3-5)	-	-	-	-\$540.00	\$540.00
Community Affairs / Sunshine Fund	-	-	-	-\$500.00	\$500.00
School/Teacher/Staff Support Totals	\$31.58	-\$850.44	-\$1,090.94	-\$24,040.00	\$22,949.06
Student/Family/Community Support	Income	Expenses	Year to Date	Net Budget	More/Less
Bobcat Den Support (Kona Ice truck every other year)	-	-	-	-\$2,000.00	\$2,000.00
Bobcat Community Den T-Shirts	\$30.00	-	\$30.00	-\$1,200.00	\$1,230.00
Lending Closet	-	-	-\$36.95	-\$500.00	\$463.05
Trunk or Treat	-	\$686.47	-\$686.47	-\$1,000.00	\$313.53
Scholastic Book Fairs	-	\$500.00	-\$500.00	-\$1,000.00	\$500.00
Holiday Gift Shop	-	-	-	-\$50.00	\$50.00
Family Fun Paint Night	-	-	-	-\$2,400.00	\$2,400.00
Spelling Bee	-	-	-	-\$50.00	\$50.00
Summer Reading Program	-	-	-	-\$1,500.00	\$1,500.00
Popsicles on the Playground	-	-	-\$32.72	-\$200.00	\$167.28
Field Day	-	-	-	-\$500.00	\$500.00
Breakfast with Your Bobcat	-	-	-	-\$1,500.00	\$1,500.00

Student/Family/Community Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Volunteer Appreciation	-	-	-	-\$100.00	\$100.00
Volunteer Breakfast	-	\$230.65	-\$230.65	-\$250.00	\$19.35
Hospitality	-	\$105.47	-\$230.47	-\$500.00	\$269.53
BNC Meeting Childcare	-	-	-	-	-
Opening Meeting Treat	-	-	-	-	-
5th Grade Sponsored Expenses					
Last Day Breakfast or Field Day Lunch	-	-	-\$38.53	-\$1,500.00	\$1,461.47
Camp Scholarships	-	-	-	-\$800.00	\$800.00
Track/Year T-shirts	-	-	-	-\$1,300.00	\$1,300.00
5th Grade Camp	\$4,216.04	-	\$4,216.04	-	\$4,216.04
4th Grade Funds toward 5th Grade camp	-	-	-	-	-
5th Grade Sponsored Expenses Totals	\$4,216.04	-	\$4,177.51	-\$3,600.00	\$7,777.51
March is Reading Month					
Author Visit	-	-	-	-\$2,500.00	\$2,500.00
Prizes/Books	-	-	-	-\$1,000.00	\$1,000.00
One School, One Book	-	-	-	-\$3,500.00	\$3,500.00
MRM T-shirts	-	-	-	-\$250.00	\$250.00
March is Reading Month Totals	-	-	-	-\$7,250.00	\$7,250.00
Assemblies					
North American Presentation (5th Grade)	-	\$500.00	-\$500.00	-\$600.00	\$100.00
Science Alive or Kensington (all school)	-	-	-	-\$2,500.00	\$2,500.00
Slime Time (Kindergarten)	-	-	-	-\$600.00	\$600.00
Oceans in Motion	-	-	-	-\$800.00	\$800.00
Assemblies Totals	-	-\$500.00	-\$500.00	-\$4,500.00	\$4,000.00
Pinn Bowling Night	\$1,209.29	\$1,072.00	\$137.29	-	\$137.29
Student/Family/Community Support Totals	\$5,455.33	-\$3,094.59	\$2,127.54	-\$38,100.00	\$30,227.54
PTO Admin					
PTO Insurance	-	-	-	-\$535.00	\$535.00
Zoom	-	-	-\$149.90	-\$160.00	\$10.10
Budget Software (Moneyfinder)	-	-	-\$185.86	-\$200.00	\$14.14
Membership Toolkit Directory & Store	-	-	-\$450.00	-\$500.00	\$50.00
Taxes & Reports	-	-	-\$20.00	-\$70.00	\$50.00
Misc - Checks, bank fees	-	-	-	-\$50.00	\$50.00
Office Copies	-	-	-	-	-
PTO Admin Totals	-	-	-\$805.76	-\$1,515.00	\$709.24
Special Projects & Grants					
Special Projects	-	-	-	-\$1,000.00	\$1,000.00
Staff Grants	-	-	-	-\$3,000.00	\$3,000.00
Special Projects & Grants Totals	-	-	-	-\$4,000.00	\$4,000.00
Fundraising					
Income		Expenses	Year to Date	Net Budget	More/-Less

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Fall Read-A-Thon & Movie Night	\$1,169.75	\$3,009.62	-\$2,423.05	\$17,000.00	-\$19,423.05
Square1 Art	-	-	-	\$800.00	-\$800.00
Amazon Smiles	\$266.02	-	\$266.02	\$400.00	-\$133.98
Busch's Rewards	\$39.50	-	\$39.50	\$800.00	-\$760.50
Dairy Queen Dine-to-Donate	\$10.00	-	\$10.00	\$400.00	-\$390.00
Toarmina's Dine-to-Donate	-	-	-	\$1,500.00	-\$1,500.00
Kroger Rewards	-	-	\$483.86	\$2,000.00	-\$1,516.14
Little Caesar's Pizza Kits	-	-	-	\$1,000.00	-\$1,000.00
ShopWithScrip - RaiseRight	-	-	-	-	-
Parents' Night Out / Silent Auction	-	-	-	-	-
Pumpkin Patch	-	-	-	-\$100.00	\$100.00
Spiritwear	-	-	-	\$400.00	-\$400.00

Willow Greenhouse Sales					
Fall Sale	\$3,744.50	\$3,032.91	\$711.59	\$500.00	\$211.59
Winter Sale	-	-	-	\$500.00	-\$500.00
Spring Sale	-	-	-	\$300.00	-\$300.00
Willow Greenhouse Sales Totals	\$3,744.50	-\$3,032.91	\$711.59	\$1,300.00	-\$588.41

Benevity Fund Donation	-	-	-	-	-
BoxTops	-	-	-	-	-
Donation	-	-	\$20.00	-	\$20.00
Playground Stencil Rental	\$500.00	-	\$500.00	-	\$500.00
Fundraising Totals	\$5,729.77	-\$6,042.53	-\$392.88	\$25,500.00	-\$25,892.88

Grand Totals					
	\$11,216.68	-\$9,787.56	-\$161.24	-\$32,155.00	\$31,993.76

Bank Account Balances	09/08/2022	10/13/2022	Last reconciled	Summary for the Period	
Huntington Checking 2235	\$23,438.43	\$24,867.55	10/13/2022	Starting Total	\$35,295.82
Huntington Savings 2010	\$11,857.39	\$11,857.39	Never	Income	\$11,216.68
Totals	\$35,295.82	\$36,724.94		Expenses	-\$9,787.56
Review Reconciled Bank Statements Reports along with this Treasurer's Report to ensure its accuracy.				Ending Total	\$36,724.94

Submitted by:

Name: _____, Signature: _____, Date: _____