

Brummer Neighborhood Council PTO General Meeting Minutes

February 8th, 2024

4:30pm

Brummer Team Room

1. **Call to order** 4:30 p.m.
2. **Approval of minutes from December 14th** (5m)
Motion to Approve: Stephanie Narry
2nd: Jillian Smith
Approve: 8
Deny: 0
Abstain: 0
3. **Officers' Reports** (10m)
 - A. President's Report (Kristin Lowell)
 - B. Treasurer's Report (Nikki Orton)
 - This month's income and expenses
Expenses since the last meeting include: a Biggby barista visit for staff, a staff wellness bar, and school supplies restock. Most teachers still have their \$200 allocations; Michele Sanders will send a reminder. We paid Snowy Owl for the last Bobcat Bash. We have had income from our upcoming Painted Croc fundraiser coming in.
4. **Principal and Teacher's Report (Stacy Cooper)** (5m)

Brummer will be getting a therapy dog! It is a female chocolate lab, and the dog will be trained extensively, with the expectation that it will be joining Brummer for the 2025-26 school year. The student council and teacher leaders are working out how to name the dog. There are donors and sponsorships that paid for the dog, its training, vet bills, food, and so forth. It is customary for the PTO to retain a line item in the budget for \$1000 for care of the dog, to include things like harnesses and beds. This would need to be added to the budget when we get the dog, so keep in mind for the future. Bartlett Elementary will be getting a therapy dog at the same time and there will be a joint photo op on 2/29. They would like a PTO representative there for the photo op.

The Kindergarten/JK informational event was on 1/25/24, and 51 families filled out the intent to enroll, which is fewer than normal. The Kindergarten meet and greet is being moved from August back to May (it was previously in May) during the school day. This is to allow for staff to have more time to interact with incoming students, and because August already has a lot of events, which is difficult for families. The meet and greet is set for May 23rd.

Professional Development Day was moved to 2/27 by the district so there is no school for students that day. Staff will be using some of that day to work on plans for implementing PBIS.

We are getting new cafeteria tables, which are supposed to be delivered tomorrow after lunch.

Jillian Smith and Michele Sanders would like to thank the BNC for the coffee (barista visit) in December and for the school supply restock.
5. **Committee and Event Reports** (20m)
 - A. Downtown Shopping Night Recap (Kristin)
 - Shops were open on 12/7 from 4-7pm and donate a percentage of sales back to Brummer - Grande Trunke, Lemon Tree, Venue, Coral Sash, Twisted Cork

- Earned \$452.83 – Grande Trunke \$232.83, Coral Sash \$150 (only had 2 shoppers so it was mainly a donation), Twisted Cork \$45, Venue \$25.
 - The owner of Grande Trucke suggested that next year we only choose one store. It's not enough time for people to shop at all 4 shops. She has other schools that earn significantly more when they just do one night with her.
- B. Aubree's Dine to Donate (Kristin)
- Earned \$100
- C. Candy Cane Lane (Danielle)
- 15 orders, earning \$294 (after expenses) - This went off really well for a first time fundraiser, and we are hopeful that more people will participate next year.
- D. Airborne Fundraiser (Kristin)
- Had a total of 52 online tickets and 9 in park tickets purchased, earning \$296
- E. Little Caesar's Pizza Kits (Kristin)
- Pickup was 2/5 at Brummer
 - Sold 305 kits, earning a total profit of \$1830
 - 5th Graders - \$354
 - Delivery Fee - \$30
 - BNC - \$1446
- F. Painted Croc Fundraiser (Kristin)
- Registration open until 2/11
 - Painting will be held in the cafeteria on 2/28 from 5:30-7:30pm
 - Alena from the Painted Croc will bring all items purchased as well as the supplies needed to paint. She will take completed projects back to her studio to fire in the kiln and return them back to Brummer for pickup
 - Pre-registration is required, walkups are not permitted as the items are ordered in advance
 - BNC earns \$3 per item purchased and \$4 per item if over 100 are sold
- G. 5th Grade Valentine Fundraiser (Nikki)
- Sales are 2/7-2/9 outside the cafeteria, and will be delivered to class on 2/14.
 - BNC will purchase any extra to ensure all students receive one

There have been a lot of parents who have purchased Valentines for the whole class. This means that expenses are already covered, and we have already made \$400 profit so far for the 5th graders. All future sales will go toward profit.

- H. Wellness Cart 2/14 (Nikki) - Most items have been purchased. Nikki is soliciting beverage donations from Busch's and may purchase a few more items.
- I. March is Reading Month (Stephanie)
- Scholastic Book Fair 3/11 – 3/15
 - Student preview 3/11
 - Student shopping 3/12-3/15, family Shopping during Family Literacy Night 3/13
 - Family Literacy Night 3/13
 - Food trucks are booked
 - Rolling Stone Wood Fired Pizza
 - D&W Street Tacos
 - Author Visit – Shelley Johannes 3/19

Stephanie and Joanne have started putting up book fair decor! The theme is "Dare to be ..." (Dare to be Different, Dare to be You), to go along with our One School, One Read book (Beatrice Zinker, Upside Down

Thinker). For Literacy Night, the food trucks will arrive after dismissal and be ready to take orders by 5 p.m. Inside events should start around 5:30. There is an author/illustrator named Ruth Barshaw McNally, who writes the Ellie McDoodle books, scheduled as a guest at Literacy Night. Last year's author visit was "drop in" style, which was distracting for the author. This year we will have two "sessions" so students and families can come in for set periods of time to participate in an activity with the author. We are hoping to have a raffle for books by our guest author. This may be tricky because the books are currently out of print, so we need to figure out how to get them. Last year, there was confusion during Literacy Night because families entered from the front door and the back near the Purple Hall, so not everyone knew about the punch cards and different stations. This year we will have signs posted at both entrances. Stations will also be more spread out to help ease congestion in the main hallway.

J. Calendar Raffle (Nikki)

- Tickets will be sold during the month of March
- Each day in April has a certain prize associated with it. A ticket will be drawn each day, and the winner receives the prize for that day.
- Donation updates - We have about 30 donations received, with additional donations pending or in the mail. There are definitely enough donations to cover the entire month of April. Some will be paired together. Raffle tickets will be sold for \$20 each or possibly 5 for \$90.

6. Unfinished/Old Business

(5m)

- A. Buddy Benches - Student Council is interested in helping refinish the buddy benches in the spring. The specific details of that project are pending. The BNC is interested in purchasing a plaque for one of the buddy benches, dedicating it to Lisa Post's son Caleb, who passed away from childhood cancer last month. Some teachers have also expressed interest in doing that.

7. New business

A. Budget Amendment

- Motion to move \$550 from One Read to Scholastic to cover the additional expenses of Literacy Night/Book Fair and purchase books from author visiting
Motion to approve: Michele Sanders
2nd: Jil Smith
Motion passed.

B. Lisa Kudwa

- Non-Homestead Operating Millage Renewal & Restoration Election 2024
 - Voting is Tuesday 2/27
 - Has a direct impact on the per pupil foundation allowance that the district receives from the State of Michigan.
 - If approved, the non-homestead operating millage would result in no increase in taxes to primary homestead homeowners.
 - If approved, would maintain an estimated \$15 million for the general operations of the school district in 2025.
 - If the operating millage renewal fails and is not available to levy in 2025, every operation of the school district would be closely analyzed in order to cut from the future budget to account for the loss in revenue.

Lisa Kudwa was present for the beginning of the meeting and presented facts about the upcoming millage. She allowed for questions and distributed a fact sheet about the proposed millage renewal.

- C. Breakfast With Your Bobcat - We do not have budgeted funds for that this year. If the Calendar Raffle raises enough funds, we may be able to do it. Margaret Pierce coordinated that event

last year, and she has offered to do so again this year if she has a helper to be there one of the days so that she can enjoy the breakfast with her children.

D. 5th Grade Breakfast - We are in need of parents to plan the 5th Grade Breakfast this year. Fourth grade parent Renee Laskowski has offered to plan the event, but she is not able to be there for the event itself. We are also in need of current 4th grade parents to fundraise for the 5th graders next year. Michele Sanders mentioned that there was an email sent out in the past to all 4th grade parents, asking for help with this. She will look for that email and send it out soon.

8. Announcements

- A. Painted Croc Fundraiser 2/28
- B. Scholastic Book Fair 3/11-3/15
- C. Family Literacy Night 3/13
- D. Shelley Johannes Author Visit 3/19
- E. April Calendar Raffle

9. Adjournment 5:18 p.m.

Attendees: Kristin Lowell, Stephanie Narry, Joanne Gore, Michele Sanders, Jil Smith, Stacy Cooper, Danielle Millenbach, Ashlee Wonnacott, Lisa Kudwa (for beginning of meeting)

Brummer Neighborhood Council FY 2023

Treasurer's Report

12/14/2023 - 06/30/2024

February 2024 General Meeting

School/Teacher/Staff Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Teacher & Staff Appreciation Week	-	\$150.00	-\$255.18	-\$3,250.00	\$2,994.82
Teacher & Staff Wellness Bar	-	\$288.73	-\$288.73	-\$300.00	\$11.27
Teacher Conference Dinners	-	-	-\$1,094.34	-\$1,200.00	\$105.66
Teacher & School Supplies	-	\$1,866.39	-\$2,131.63	-\$4,000.00	\$1,868.37
Recess Supplies (indoor & outdoor) (\$1000)	-	-	-	-	-
Teacher Allocations (\$200/teacher)	-	\$32.03	-\$139.87	-\$4,800.00	\$4,660.13
Art Dept Allocation	-	-	-	\$200.00	-\$200.00
Music Dept Allocation	-	-	-\$174.95	-\$500.00	\$325.05
Media Center Allocation	-	-	-	-\$500.00	\$500.00
PE Dept Allocation	-	-	-	-\$1,000.00	\$1,000.00
Resource Room	-	-	-	-\$200.00	\$200.00
Social Work	-	-	-	-\$400.00	\$400.00
Speech	-	-	-	-\$200.00	\$200.00
Sensory Room	-	-	-\$174.18	-\$200.00	\$25.82
ESL	-	-	-	-\$200.00	\$200.00
Restorative Practices	-	-	-	-	-
Reading Recovery	-	-	-	-\$200.00	\$200.00
Field Trip Funds (\$800/grade)	-	-	-\$800.00	-\$4,800.00	\$4,000.00
Ann Arbor Hands-On Museum Slime Time (Kindergarten Field Trip)	-	-	-	-\$600.00	\$600.00
Book Club Books (Grade 3-5)	-	-	-	-\$500.00	\$500.00
Community Affairs / Sunshine Fund	-	-	-\$54.59	-\$500.00	\$445.41
School/Teacher/Staff Support Totals	-	-\$2,337.15	-\$5,113.47	-\$23,150.00	\$18,036.53
Student/Family/Community Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Bobcat Den Support (Kona Ice truck every other year)	-	\$1,124.00	-\$1,124.00	-\$2,000.00	\$876.00
Bobcat Community/Den T-Shirts	-	-	-\$1,221.91	-\$1,200.00	-\$21.91
Lending Closet	-	-	-	-\$500.00	\$500.00
Trunk or Treat (\$1000)	-	-	-\$275.28	-\$500.00	\$224.72
Scholastic Book Fairs (\$800)	-	\$77.00	-\$168.94	-\$200.00	\$31.06
Holiday Gift Shop	\$262.64	-	\$1,066.70	-\$50.00	\$1,116.70
Family Fun Paint Night (\$1500)	-	-	-	-	-
Summer Reading Program	-	-	-	-\$1,500.00	\$1,500.00
Popsicles on the Playground	-	-	-\$113.68	-\$300.00	\$186.32
Field Day (Opt Cut)	-	-	-	-\$1,500.00	\$1,500.00
Fall Movie Night	-	-	-\$1,644.35	-\$2,500.00	\$855.65
Breakfast with Your Bobcat (\$1500)	-	-	-	-	-

Student/Family/Community Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Volunteer Appreciation	-	-	-	-\$100.00	\$100.00
Volunteer Breakfast	-	-	-\$250.00	-\$250.00	-
Hospitality	-	-	-\$150.00	-\$500.00	\$350.00
BNC Meeting Childcare	-	-	-	-	-
Opening Meeting Treat	-	-	-	-	-
Student Council - Pass through	-	-	-	-	-
First Responder Appreciation (\$200 - signup donations?)	-	-	-	-	-
5th Grade Sponsored Expenses					
Last Day Breakfast or Field Day Lunch (2000)	-	-	-	-\$1,500.00	\$1,500.00
Camp Scholarships	-	-	-	-\$400.00	\$400.00
Track/Year T-shirts (ask for sponsorship)	-	-	-\$985.00	-\$1,300.00	\$315.00
5th Grade Camp	\$364.50	\$527.52	\$637.02	-\$708.80	\$1,345.82
4th Grade Funds toward 5th Grade camp	-	-	-	-	-
5th Grade Sponsored Expenses Totals	\$364.50	-\$527.52	-\$347.98	-\$3,908.80	\$3,560.82
March is Reading Month					
Author Visit	-	-	-	-\$2,500.00	\$2,500.00
Prizes/Books	-	-	-	-\$1,000.00	\$1,000.00
One School, One Book (\$3500)	-	\$327.41	-\$571.41	-\$2,000.00	\$1,428.59
MIRM T-shirts & Author Books	\$616.50	\$18.99	\$597.51	-\$500.00	\$1,097.51
March is Reading Month Totals	\$616.50	-\$346.40	\$26.10	-\$6,000.00	\$6,026.10
Assemblies					
North American Presentation (5th Grade) (Opt Cut)	-	-	-\$375.00	-\$600.00	\$225.00
Science Alive or Kensington (all school) (Opt Cut)	-	-	-	-\$2,500.00	\$2,500.00
Optional Second Assembly (800)	-	-	-	-	-
Assemblies Totals	-	-	-\$375.00	-\$3,100.00	\$2,725.00
Family Social Events - Pass Through					
Rollerama Skate Night	-	-	-	-	-
Pinz Bowling Night	-	-	-	-	-
Summer Splash & Blast	-	-	\$192.86	-	\$192.86
2024 Fall Movie Night carryover	-	-	-\$1,479.34	-	-\$1,479.34
Family Social Events - Pass Through Totals	-	-	-\$1,286.48	-	-\$1,286.48
Painted Croc Event	\$697.21	-	\$697.21	-	\$697.21
Student/Family/Community Support Totals	\$1,940.85	-\$2,074.92	-\$5,167.61	-\$24,108.80	\$18,941.19
PTO Admin					
PTO Insurance (2024-25)	-	-	-	-\$535.00	\$535.00
Zoom	-	-	-	-	-
Budget Software (Moneyminder)	-	-	-\$179.59	-\$200.00	\$20.41
Membership Toolkit Directory & Store	-	-	-\$550.00	-\$500.00	-\$50.00

PTO Admin	Income	Expenses	Year to Date	Net Budget	More/-Less
Taxes & Reports	-	-	-\$20.00	-\$70.00	\$50.00
Misc - Checks, bank fees	-	-	-\$56.06	-\$50.00	-\$6.06
Office Copies	-	-	-	-	-
Amazon Business Prime	-	-	-	-\$150.00	\$150.00
PTO Admin Totals	-	-	-\$805.65	-\$1,505.00	\$699.35
Special Projects & Grants	Income	Expenses	Year to Date	Net Budget	More/-Less
Special Projects (\$5000)	-	-	-	-	-
Staff Grants (Music Web Program included) (\$5000)	-	-	-	-	-
Kiln (Opt Cut)	-	-	-\$4,684.00	-\$4,900.00	\$216.00
Bobcat Mascot Costume	-	-	\$166.28	-	\$166.28
Special Projects & Grants Totals	-	-	-\$4,517.72	-\$4,900.00	\$382.28
Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Fall Read-A-Thon	-	-	\$23,839.90	\$17,000.00	\$6,839.90
Square1 Art	-	-	-	\$700.00	-\$700.00
Busch's Rewards	\$173.74	-	\$625.05	\$500.00	\$125.05
Toarmina's Dine-to-Donate	\$567.45	-	\$567.45	\$1,500.00	-\$932.55
Kroger Rewards	-	-	\$1,116.09	\$2,000.00	-\$883.91
Little Caesar's Pizza Kits	\$2,004.00	-	\$2,004.00	\$1,500.00	\$504.00
ShopWithScrip - RaiseRight	-	\$8.02	\$19.43	-	\$19.43
Parents' Night Out / Silent Auction	-	-	-	-	-
Spiritwear	-	-	\$99.27	\$400.00	-\$300.73
Willow Greenhouse Sales					
Fall Sale	-	-	\$653.38	\$500.00	\$153.38
Winter Sale	-	-	\$242.22	\$500.00	-\$257.78
Spring Sale	-	-	-	\$200.00	-\$200.00
Willow Greenhouse Sales Totals	-	-	\$895.60	\$1,200.00	-\$304.40
Benevity Fund Donation	-	-	\$133.00	-	\$133.00
BoxTops	-	-	-	-	-
Donation	\$90.00	-	\$90.00	-	\$90.00
Playground Stencil Rental	-	-	-	-	-
Downtown Shopping Night	\$452.73	-	\$452.73	\$400.00	\$52.73
Interest Earned	\$0.31	-	\$0.63	-	\$0.63
Monthly Dine-to-Donate Rotation	\$396.00	-	\$686.00	\$1,000.00	-\$314.00
Calendar Raffle	-	-	-	\$8,000.00	-\$8,000.00
Movie Night Raffle	-	-	\$363.44	\$500.00	-\$136.56
Quick-Silver Spirit Items	-	-	-	\$100.00	-\$100.00
Mabel's Labels	-	-	\$194.58	-	\$194.58
Candy Cane my Yard	-	\$73.29	\$294.94	-	\$294.94
Fundraising Totals	\$3,684.23	-\$81.31	\$31,382.11	\$34,800.00	-\$3,417.89

Grand Totals					
		\$5,625.08	-\$4,493.38	\$15,777.66	-\$18,863.80
					\$34,641.46

Bank Account Balances	12/14/2023	06/30/2024	Last reconciled	Summary for the Period	
Huntington Checking 2235	\$25,057.70	\$26,189.09	02/08/2024	Starting Total	\$37,608.10
Huntington Savings 2010	\$12,550.40	\$12,550.71	01/22/2024	Income	\$5,625.08
Store - 5th Grade Camp Spring 2023 Clearing Account	-	-	Never	Expenses	-\$4,493.38
				Ending Total	\$38,739.80
Store - 5th Grade Track T-Shirt Replacement Orders 2022-23 Clearing Account	-	-	Never		
Store - 5th Grade Valentine Store Clearing Account	-	-	Never		
Totals	\$37,608.10	\$38,739.80			
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>					

Submitted by:

Name: _____ Signature: _____ Date: _____