



PTA MEETING: Monday, August 19, 2024
TIME: 7:00 PM EST LOCATION: Virtual

MEETING CALLED BY: BPES PTA Board
TYPE OF MEETING: BPES PTA Meeting
PTA PRESIDENT: Voula Augustin
PTA RECORDING SECRETARY: Denise J. Meyer

In Attendance: Christina Yingling, Denise Meyer, Voula Augustin, Cathy Tran-Zwantez, Candice Gerstner, Kristian Rutledge, Tom Dewees, Alice Steffen, Jennifer Shafer, Nicole Oxenham, Brianne Miller, Beth Franks, Alyson Schwartzbauer, Katie Steffen, Melissa Kaps, Grace Sokolowski, Ana Sarnoski, Merideth Goodwin & Elizabeth Cox Williams.

Quorum Status & Start of Meeting: Seeing that a quorum was present, Denise Meyer started the meeting at 7:01 PM.

Welcome & Introductions: Christina Yingling & Voula Augustin

Financial Report: Jennifer Shafer

- ***Updates***

- Budget spreadsheet and information is available, separately from the meeting minutes on Bushy Park PTA website.
- Two new events on budget this year.
 - Talent Show
 - Movie Night
- Budget balancing and currently at net zero.
 - Used estimates from last year to balance budget.
 - Bushy Bear Dash is largest revenue event, goal remaining about the same from last year - \$12,000. If there are other thoughts about this goal, please advise.

- Revenue from Box Tops program is decreasing each year and may become obsolete.
 - Need to promote Spirit Wear, School Supply Kits, and Restaurant Night Outs as other sources of revenue.
 - PTA will need to purchase paper starting this year, added funds to the Office Supplies line item to account for this.
 - Other specifics (revenues/expenditures), line by line, are available on the budget spreadsheet located on the BPES PTA Website.
- **Questions**
 - Cathy – offered the thought that the budget amount of \$200 for Talent Show may be low and PTA should consider inquiring with Glenwood Middle about logistics and budget for their talent show.
 - Jen confirmed that the budget is at \$200 as an estimate, it can be amended, if needed. A one-off meeting can be held to make changes to budget lines.
 - Ms. Rutledge recommended considering selling tickets to Talent Show for \$1.00 or selling snacks/drinks at the event if revenue was needed. She also advised that the BPES Music Department has experience with Talent Shows and could help.
 - It was discussed that is it not recommended to rank or have awards at the Talent Show, rather showcase everyone’s talent.
 - Candice – concerns raised about the cost for the End of the Year Party and that it per the budget there is a significant cost to holding this event.
 - Jenn shared that while \$6,000 was spent the PTA incurs revenue, this year it was \$5,000. The revenue is a large offset to the cost. It was explained that the costs of the inflatables are rather large and reminded that we do charge for wristbands to attend the event.
 - Candice advises her point was to ensure that the PTA is clarifying the costs (expenses and revenues) for larger events. People hear \$6,000 for an event but aren’t realizing that there is an offset of revenue from the same event.
 - Christina pointed out that this year that we want to ramp up PTA membership. She explained that for example: Movie Night PTA members can attend for free, non-members would be \$5.
- **Budget Approval** - Motion made by Christina Yingling to approve the 2024-2025 school year budget. Seconded by Nicole Oxenham to approve the 2024-2025 school year budget. Majority vote (11 hands raised) to approve the 2024-2025 budget.

Principal’s Report: Kristian Rutledge

- Staff members returned last Thursday; BPEWS has a very high energy staff!

- A lot of new staff members at BPES (16). List will be sent out and included in the Bushy Bear Tales newsletter.
- New Howard County Superintendent
 - Mr. William Barnes is all about instruction, looking forward to working with him.
- BPES Website
 - Website is current and up-to-date, related arts calendar, community calendar
 - All information and events will be included on the website and the calendars
 - It can be challenging when parents are calling in the morning to ask about the related arts schedule, the daily events, etc.
 - Encourage parents to use the BPES Website as a resource.
- Open House Reminders (information)
- The Family File is important and needs to be completed or updated.
- Emergency closings – it is important to specify and know who your child is getting home that day.
- Mr. Dewees Update
 - Transportation/Bus Drivers
 - Conversation about how we celebrate our bus drivers.
 - Appreciative that BPES PTA is inclusive of our bus drivers and all that is done for them, along with the other school staff.
 - Wants to make sure that they are included in appreciation when possible.
 - Christina advised that bus drivers will be included in the monthly snack carts. Nicole advised that at the beginning of each month the snack carts will be provided.
 - Staff Appreciation Week each year, includes the bus drivers as well as school staff.
- For 1st day of school, please send students to school the way that they are planning to get to school every day (car rider vs. bus rider). Car rider signs are available at Open House and Back to School Night.
- In the AM parents are asked not to get out of the car at drop off. We want to keep the line going. Parents should not be walking their children into the building.

PTA Events & Fundraisers: Christina Yingling

- Chalk the Walk @ BPES | August 22, 2024 | 10 AM – 12 PM
- Pack the Backpack – Started August 14, 2024. Accepting donations in main lobby vestibule through Friday, August 23, 2024
- Spirit Day | August 29, 2024
- Alex’s Ice Cream Fundraiser | Thursday, August 29, 2024 | 10% back (11 am – 9 pm)
- September PTA Meeting | Wednesday, September 4, 2024 @ 7:30 PM | Virtual
 - Meetings are likely to be 1st week of each month unless it falls on a holiday or there is another need to schedule differently.

- PTA Back to School Picnic | Friday, September 6, 2024 | 5-7 PM | Tony's Pizza will be there selling slices of pizza
- Back to School Night – PTA will present
 - Tuesday, September 10, 2024 | PreK – 2nd Grade
 - Thursday, September 12, 2024 | 3rd – 5th Grade
- Wednesday, September 18th | Chick-Fil-A Restaurant Night
- Friday, September 20, 2024 (Rain date 9/27/2024) | BPES PTA Movie Night
- Wednesday, September 25, 2024 | Ten Oaks Restaurant Night
- No questions raised

PTA Communication: Nicole Oxenham

- PTA information about events and fundraises can be found on BPES PTA Website, BPES School Calendar, Bushy Bear Tales & BPES PTA Facebook Page.
- PTA Meeting Minutes can be found on the BPES PTA Website.
- Communication barriers
 - Messaging through MemberHub is a challenge because we are unable to remove past PTA members, which results in messages being received by current and previous PTA members.
 - BPES Bushy Bear Tales is a great way to communicate but with the amount of information shared in each newsletter there are concerns that PTA updates may be overlooked.
 - Request to BPES administration to assist with email blasts to student parents.
 - Ms. Rutledge advised that the school would be happy to help share PTA information/communications via email.
 - Ms. Rutledge also advised that the BPES Website Calendar will also have PTA event information/details.
 - When asked if texting PTA information was available, Ms. Rutledge advised that day of event reminders may be able to be sent to parents that have opted in. Further explained that School Messenger (texting) may be limited to larger/day of events and reminders.
 - PTA is planning to pick a specific color for all PTA flyers that go out through the student daily folders. In process of selecting a color for the PTA to utilize.
 - Feedback from last years survey about how information about PTA is received about the PTA revealed that it was a split between email/Bushy Bear Tales, flyers and Facebook.
 - Event on the PTA Facebook will be added as FB events, not just a post.
- Questions
 - Candice – Calendar on BPES Website was mentioned, will the PTA Events be able to be put on this calendar? Ms. Rutledge advised that all PTA Event information shared by the PTA will be added on the calendar. The importance of this calendar and all of the information on the website will be mentioned as well at Back to School Night.

Fundraising: Christina Yingling

- Desperately need volunteers to help with fundraising.
 - Sponsorships – need someone to help with mailing letters, make calls and network with local businesses, etc.
 - Nicole Oxenham has gotten the ball rolling on this by reaching out to some businesses who may be interested in supporting.
 - Charging for PTA sponsored events for non-members.
 - Bushy Bear Dash – largest fundraiser for BPES PTA
 - Currently no chairs
 - Needed to help run the event
 - Event will be managed differently this year
 - PTA Board members will be assigned and charged with managing the fiduciary aspects of this fundraiser
 - Fundraising will be done through *99Pledges*
 - Saturday morning in November
 - Will have food trucks
 -

PTA Membership

- The Parent Teacher Association (PTA) provides valuable support to parents and the school. PTA members are essential to keep our organization running well and we operate solely on parent and school volunteers.
- Please join the BPES PTA, you can do so by clicking here:
 - [JOIN BPES PTA](#)

Volunteer Committee: Cathy Tran-Zwantez

- *Event Chairs* are needed for the school year
 - Bushy Bear Dash (largest fundraiser to be held on a Saturday morning in November, need committee chairs to run the actual event, all fundraising will go through *99pledges* this year)
 - Bushy Blooms
 - Council Delegates
 - Cultural Arts
 - Fundraising
 - Ground Beautification
 - International Night
 - Membership
 - Restaurant Fundraiser
 - Sponsorships (mail letters and make calls to help raise funds for PTA)

- Spirit Wear
- End Of Year Party
- Sweetheart Dance
- Walking Wednesday
- 5th grade picnic
- Cathy will help coordinate with volunteers and be the point of contact.
- **Need volunteers for all events throughout the school year, these opportunities can be found on the [BPES PTA Website](#)**

Questions

- Denise – Will there be any BPES PTA meetings held in-person? General thought and feedback from community was that they don't all need to be virtual but having an in-person meeting may be nice.
 - Voula – have discussed this, we could consider having a hybrid option if we can work it out technology wise. It is nice to see people face to face.
 - Ms. Rutledge – at her previous school it worked out to do hybrid meetings using Google Meet.
- Nicole – Room parents' question and the collection of money for gifting (holidays/birthdays/end of year). Things got a bit muddy because some classes collected extra funds, some were used for para educators or extra gifts. Feel like this is not inclusive of all the BPES Staff (custodial, cafeteria, teachers, related arts, and support staff, etc.).
 - Ms. Rutledge – there are Howard County School policies in place about gifting and such. Not sure if this is allowed. Need to understand donations versus gifting, etc. Perhaps a side meeting would be beneficial before room parents are collecting funds. Will reach out to Glenwood Middle principal to follow up as well.
 - Brianne – Next door at Glenwood they list all staff (support staff, teachers, custodial, etc.) so a parent can pick a donation amount and leave a note. Through this app it will combine all funds donated by the school for each individual into one gift card. This app also offers a kickback to the PTA.

President's Message: Voula Augustin

- Want to thank everyone for time, attention, commitment to the school and for overall support of the PTA.

Having no other items of business or questions, this meeting was adjourned at 7:54 PM by Denise J. Meyer.

Next meeting, Wednesday, September 4, 2024, at 7:30 PM (Google Meet). Keep an eye on your email and BPES PTA Facebook page for other details and the virtual meeting link.