

**APPROVED 2/7/23**  
**Bradley Hills Elementary School**  
**PTA Board Meeting - Virtual - January 3, 2023**

**In Attendance:**

Board of Directors	22/23 Board	In attendance
President (2 consecutive year limit)	Jenni Weinstein	Yes
Vice President #1 (2 Consecutive year limit)	Julie Lobb	Yes
Vice President #2 (2 Consecutive year limit)	Anne Reid	Yes
Treasurer (2 Consecutive year limit)	John Jacobsen	Yes
Secretary (2 Consecutive year limit)	Soumya Korde	No
Volunteer Board Liaison	Joanna Marsh	Yes
Communications Board Liaison	Lesley Freiman	Yes
Community Events Board Liaison	Nam Rastogi	Yes
MCCPTA/Cluster Rep (1)	Elizabeth Burch	Yes
MCCPTA/Cluster Rep (1)	Aiying Shen	Yes
Community Programs Board Liaison	Sarah Tsien Zetterli	Yes
School Programs Board Liaison	Nicole Urbanczyk	No
Membership	Audrey Adams	No
	Terence Goggin	No

Staff: None present.

Jenni called the meeting to order at 7:34 pm.

Jenni moved to approve the Board meeting minutes from [12/6/22](#). The motion was seconded by Joanna and approved unanimously.

Principal's update: Mrs. Carascio (Absent)

**Officer updates**

- VP Julie Lobb
  - The next Whale Mart and Birthday Bash will both be on 1/20.
  - 3/7 General Meeting will feature a special guest, a child psychologist. Think the focus would be anxiety, but will share topic options for Board consideration at the next Board meeting.
- VP Anne Reid
  - Enrichment registration opened today. There were some glitches with the registration website (late opening) and option to get on waitlist. Monday classes are already full; Enrichment Matters is checking to see if they can get another Lego instructor specifically.
  - Anne asked for help in reinforcing rationale for more limited program offerings – reliance on reliable vendors and no outdoor activities.
  - Jenni asked about Spirit Wear. Anne will check in with Committee and follow up on options.
- Secretary - Soumya Korde (Absent)

- Treasurer - John Jacobsen
  - FY 2022 tax returns submitted.
  - Awaiting IRS determination on independent 501(c)(3) status; BHES PTA under DE PTA umbrella for now.
  - MD state charitable renewal also submitted.
  - Shared a more detailed update on financials with Jenni, Julie, and Anne; Jenni will forward this update with the rest of the Board.
  - Made request that Committee Members submitting reimbursement requests copy the relevant Board Members, which helps John with his due diligence.
  - PayPal to LumaPay transition. John noted that other schools' experiences have been positive with LumaPay. Jenni and John will draft communication for distribution to the broader community.
  - John plans to continue issuance of checks on roughly monthly basis.
  - The Dyers have been paid by Math Olympiad; Nolek will be paid at end of the year.
  - John will work on calendar of filings for future Boards.
- Communications - Lesley Freiman
  - No major updates; confirmed that submissions have been timely.
  - Jenni noted there have not been many community announcements.
  - Instagram is another platform/option for updates; we currently have 70 followers.
- Volunteers - Joanna Marsh
  - Seeking confirmation from Mrs. Carosocio of the day and time of Valentine's Day parties (assume it would be on 2/14). 5th grade will have an all-grade party coordinated by Room Parents. Anticipate that number of parent volunteers would be limited like the Halloween party approach. Jenni will confirm the day and time of class parties with Mrs. Carosocio.
- Community Events - Nam Rastogi
  - Two movie nights – aiming for one in February (indoors) and one later in the year (outdoors).
  - Variety Show - 3/25 may not work due to venue availability; looking at 3/25 venue availability and 4/15 as an alternative date. Calendar will need to be updated once the date is confirmed. Foundation is trying to synch their Spring Event with Variety Show timing and were planning for a 3/25 date.
- School Programs - Nicole Urbanczyk (Absent; updates relayed by Jenni)
  - Readathon - The competition runs through this Friday, 1/6.
  - Spelling Bee - 4th-5th grade students. Classroom Bees will be held in January (1/12 and 1/13); still need a few more parent volunteers to help with class bees. A request for volunteers was included in the Weekly Whale that went out yesterday; the School-wide Bee will be held during school on the morning of 2/9 for all 3rd, 4th and 5th grade students to watch.
- Community Programs - Sarah Tsien Zetterli
  - Administration contacts from Weller Road (our sister school) interested in visiting with our PTA (during our February PTA meeting). Vero may also join as a guest.
- Cluster/MCCPTA Updates - Elizabeth Burch/Aiyng Shen
  - 5th Grade Liaisons should be sending email to 5th grade families soon outlining the year-end activities and associated costs.
  - Still collecting input on MCCPTA Advocacy priorities and will re-up request for BHES community input (1/18 deadline) for submission to MCCPTA; anticipate MCCPTA consideration and voting on 1/24.

- Next Cluster meeting is 1/20.
- Schools (including within our Cluster) have expressed concerns about buses, and this an ongoing area of tracking and engagement. 48 bus drivers recently onboarded by MCPS. BHES has been managing by collapsing bus routes; our school seems to be doing relatively better.
- Membership Updates - Audrey Adams and Terence Goggin (Absent; updates relayed by Jenni)
  - Working on the Directory; there are students who did not return to BHES this year and are showing up as unassigned (teacher affiliation). Jenni asked that we direct any inquiries about access to online directories her way.
  - Nam raised whether we should have print directories since we are a Green school. Board agreed to revisit this in the future.
- President - Jenni Weinstein
  - Reached out to Ms. Nolek to gauge her receptiveness to parent volunteers for the Yearbook. Also talked to Ms. Campbell about institutional knowledge transfer (which has previously occurred).
  - Asked that the Board consider volunteers for the Nominating Committee.
  - Next Board meeting will be 2/7 (virtual).
  - Suggested that we start promoting the 3/7 General Meeting now.

**Meeting was adjourned at 8:12 pm.**