

APPROVED 12/6/22
Bradley Hills Elementary School
PTA Board Meeting - Virtual - November 1, 2022

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	Yes
Volunteer Board Liaison	Joanna Marsh	No
Communications Board Liaison	Lesley Freiman	Yes
Community Events Board Liaison	Nam Rastogi	Yes
MCCPTA/Cluster Rep (1)	Elizabeth Burch	Yes
MCCPTA/Cluster Rep (1)	Aiyng Shen	Yes
Community Programs Board Liaison	Sarah Tsien Zetterli	Yes
School Programs Board Liaison	Nicole Urbanczyk	Yes
Membership	Audrey Adams Terence Goggin	No

Staff: Ms. Caroscio, Ms. Ajisafe

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

Soumya moved to approve the [board meeting minutes](#) from 9/6/22. The motion was seconded by Jenni and approved unanimously.

Principal's update: Mrs. Caroscio

- Update on DSSEM (Department of Systemwide Safety and Emergency Management) emergency preparedness procedures
- Each principal and staff members did a fall refresher in addition to pre-service learning
- 6 annual mandated drills
- Every teacher has an emergency folder checklist in class to take with them on drills and events
- IEP and 504 plan accommodations in place
- Fire drill, directed evaluation (gas leaks, many other reasons), reverse evacuation, shelter in place, lockdown
- Always have a debrief after drills
- External expert - observed drills and shared that BHES performed well in conducting drills
- Parent communications on lockdowns-
 - Goal is to communicate to parents within 20 minutes via ConnectEd, and frequent updates
 - School administration in touch with PTA President and NAACP rep

- Will receive follow up comms and access to resources for students/parents (mental health, counselors, etc)
- Avoid, Deny, Defend - video on this process that is more used in high school
- Parent child reunification locations - North Bethesda MS, BH Presbyterian church
- Questions/next steps
 - Will send out modified presentation in Friday email (new drill, reunification sites, communication protocol)
 - Avoid Deny Defend video has been shared in the past to students, has not led to other reactions
- STEM week in December - will keep us posted on that, includes science fair

Officer updates

- VP Julie Lobb
- VP Anne Reid
 - Enrichment - getting launched has been challenging. Anne, Julie, and Jenni met head with Baroody (which had acquired Enrichment Matters) yesterday. Need to have substantial improvement in communications, consistent staff / teachers on their end, supply of quality vendors
 - NAACP rep - Britt (DEI committee), Mrs. C and Anne met with other cluster reps to bring together DEI reps to create consistency in efforts, culture building, playbooks. Desire to leverage resources and expertise across the cluster like curriculum at middle school and older elementary grades.
 - Appropriate lessons on microaggressions (content and and timing challenge in the classroom)
 - Sarah will share potential video
- Secretary Soumya Korde
 - Book fair - Oct 31 to Nov 4 - happening now
 - Teacher led clubs - 3 have kicked off. Discuss spring clubs next meeting
 - Teacher appreciation - birthdays, and November lunch
- Treasurer John Jacobsen
 - Budget approved - if people have questions on what they can spend and how, can reach out
 - Book fair example - understood there may be trouble in getting cash on hand before being reimbursed. Let committees know that they can reach out to Treasurer to get cash on hand earlier (reach out as early as possible)
 - Payment method on membership toolkit - shifting away from PayPal. Going to LumaPay.
 - How to streamline how money is collected from people - Square, LumaPay, etc.
 - Could check what Pyle and Whitman use - Pyle uses AtoZ
- Communications Lesley Freiman
 - WW - thinking about order of info, and length of submissions
 - Submissions with images - could they be images
 - Could potentially say putting it more on a website - but could require more work!
- Volunteers Joanna Marsh
 - xx
- Community Events Nam Rastogi
 - Great bingo night! Thank you Nicole and Marianna
 - Skate night - committee did it last year, event is in a month, Nam will check in
- School Programs - Nicole Urbanczyk

- Bingo night - success!
- Geo bee - Nov 3rd at 7pm
- Spelling bee - just completed registration with Scripps. Discussing dates for class bees - Jan 11, 13, 18, 20 - just need 2 days
 - Right now nothing on those days, IEP days are on Weds
 - School bee - Feb 7 or 9 - TBD on if in morning or evening. Landing on morning so 3, 4, and 5 grades can attend and cheer
 - Mrs. C will circle back to confirm dates
- Science fair - if they need materials printed, need to let Mrs. C know soon
- Community Programs - Sarah Tsien Zetterli
 - Community services - \$1612 raised! Filled an SUV full of food
 - Candy donations to BCC Fire Station - will send an email out to whole school, asking for donations by Friday
 - Gift card drive in November, coat drive in December
 - Weller Road - new principal doing a meet and greet next week. Mr. Levitt's wife works there!
 - Service learning with kids from both schools - in process
 - Cultural programs - 4 options for performers/events in February for Black history month.
 - Lots going on in Feb, Valentines day in the morning
 - 9:15-9:50, 10-10:40 for 2 back to back sessions - need enough time to get room ready for lunch
 - DEI committee - indigenous people's month message coming up soon!
 - Dec 4 newcomer event
 - Green team - Nov 10 recycling center trip got canceled but hopefully will be rescheduled
- Cluster/MCCPTA Updates - Elizabeth Burch/Aiyng Shen
 - Elizabeth Burch
 - Special education committee chair is going to be sending out a survey to parents in next weekly whale, and budget for additional materials
 - 5th grade liaison - instead of pinstripes might do an outdoor carnival (but need to think thru lunch / recess for other grades)
 - Cluster meeting - Mrs. C spoke as well as Scott Joftus / MC board. Did bring up lack of attendance - ideas included was sharing that Mrs. C will be there, giving update on classes, suggesting some speakers - child psychologist (will be putting together a shared list of speakers), and also some ideas for fundraising
 - Julie, Anne, Jenni - further discussing psychologist idea (Phyllis Fagel - sp?)
 - Maybe survey what do parents want / need
 - Aiyng Shen - advocacy around various curriculum options and priorities - ideally want PTA committee review
 - Potentially could share before next general board meeting
 - Need to wait until we get further guidance from MCCPTA
- Membership Updates - Audrey Adams and Terence Goggin
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- President Jenni Weinstein
 - Will be launching an instagram page! No pictures of kids, more about posting flyers
 - 235 families have signed up - out of 488 children
 - Dec 6 board gathering - general meeting
 - Messaging ideas

- Support the PTA vs. join the PTA
- The last point about equity - which I think I raised last time - just to say "If you need your \$35 PTA membership waived, please contact XXX". That way, just in case there is a sense that the \$35 is a barrier, we include those folks as well.
- Finding the balance of in person vs. virtual events

Meeting was adjourned at 9:06 pm.