

**Gunpowder Elementary PTA  
Board of Directors Meeting  
November 10, 2009  
Meeting Minutes**

**Present**

Kristin Bull (BCPS), Christine Davis (BCPS), Christine Green, Chris Hagan, Phyllis Henry, Shellie Holthaus, Dawn Jones, Mary Nagle, Denise Prem, Mary Rew, Stacey Schwink, Sue Shanklin, Christine Smith (BCPS), Kathryne Snyder, Bobbi Sue Stiles, Melissa Strohmman, Christy Tamburello, Melissa Johnson, Chris Kirtz, and Amy Hein.

**Approval of Minutes**

The meeting was called to order at 6:32pm with the Pledge of Allegiance. The minutes from the October 13, 2009 meeting were approved with no corrections.

**Treasurer's Report – Christy Tamburello, Acting Treasurer**

The Treasurer's Report was presented. The balance as of 10/7/09 was \$13,201.37. Receipts of \$8,591.75 and Disbursements of \$8,371.93 brought the balance as of 11/3/09 to \$15,693.19. Christy requested for volunteers to meet for a budget meeting to review the budget and make recommendations for adjustments if needed.

**President's Report – Chris Kirtz, President**

Chris Kirtz, PTA President, provided the following updates:

- The Board of Directors does not need to approve each committee expense as long as the expenses are within the committee budget and a Plan of Work has been submitted and approved.
- The PTA will have access to the Print Shop on Mondays and Tuesdays. Class counts will be included with each Board of Directors agenda.
- The PTA will sponsor a staff holiday lunch on Tuesday, December 22<sup>nd</sup>. A sign up sheet will be circulated for members to make a contribution.
- The December Board of Directors Meeting/Holiday Party will take place on Tuesday, December 15<sup>th</sup> at the home of Melissa Strohmman. An Evite with all the details will be sent out by Chris Kirtz.
- Scoop & Swap will be held on May 21<sup>st</sup> at Honeygo Regional Park. Michelle Greenstein has agreed to coordinate the "Swap" part of the event.

**Bylaws Committee – Bobbi Sue Stiles, Chairperson**

Bobbi Sue Stiles presented the updated Bylaws for approval. The following changes were highlighted:

- Board of Directors is the name given to the whole group, including officers and committee chairs.
- Executive Committee refers to the officers – president, vice-presidents, treasurer, recording secretary and corresponding secretary.
- The PTA is referred to as the Gunpowder Elementary PTA – there is no reference to "school" in the official name.
- Noted changes are per the state PTA standards for PTA Bylaws.

The Board of Directors voted and approved the updated Bylaws. They will be presented to the General Membership for approval at the December General Membership meeting.

**Book Boogie Fundraiser – Chris Hagan & Melissa Strohmman, Chairpersons**

The Fundraising Committee has been hard at work! The Book Boogie fundraising materials were collated and distributed. Thanks to Phyllis Henry and Chris Kirtz for their efforts to secure prizes for the program. There will be a party at Skateland for all participants in the fundraiser. Sponsorship lists/money must be turned in by Friday, November 13<sup>th</sup> and reading logs by Monday, November 16<sup>th</sup> to be eligible for prizes.

**Holiday Bazaar – Christy Tamburello, Chairperson**

The Holiday Bazaar will be held on Saturday, December 5<sup>th</sup> from 10am – 2pm at Faith Fellowship on Ebenezer Road. It will feature local crafters, Make-A-Bear, Santa, Chic-Fil-A, Vocellis Pizza and Scholastic Books. More information will be sent home via Backpack Express.

**Market Day – Phyllis Henry, Chairperson**

This month's total order was \$1,392 for a profit of \$142.

**Membership – Rose McQuay, Chairperson (presented by Chris Kirtz)**

A total of 10 homerooms reached 100% membership and earned a class pizza party. There are a total of 560 PTA members – an increase of 35% over last year. Ethan Earl, Sam Wagner, and Abby Morawski were the winners of the \$50 savings bonds.

**Website – Chris Hagan, Chairperson**

There are only 140 registrants on the PTA website. The lack of registrants is limiting the ability of the PTA to effectively communicate via email blasts. Please encourage friends to register!

**Faculty Report – Kristin Bull, Faculty Representative**

Mrs. Donohoe expressed her thanks to parents for their help and support during the Fun Run awards ceremony.

**Principal's Report – Christine Smith, Principal**

The NED Assembly was held on Tuesday, November 10<sup>th</sup> and very well received with a great message about never giving up and doing your best. Yoyos are available for purchase in the office. There is no obligation to purchase them. The next assembly scheduled is Ronald McDonald on December 15<sup>th</sup>.

Gunpowder Elementary School sports packs are for sale for \$10 each and will benefit school technology initiatives.

Pictures were sent home on November 10<sup>th</sup>. Picture retakes are scheduled for November 12<sup>th</sup>.

Report cards will be sent home with students on Thursday, November 19<sup>th</sup>. Teachers should have sent home information regarding scheduling conferences on Monday, November 23<sup>rd</sup>. School will be closed on Monday, November 23<sup>rd</sup> to allow for conferences.

American Education Week is scheduled for the week of 11/16 – 11/20. The visitation schedule is the following:

- 11/16 4<sup>th</sup>, 5<sup>th</sup> and Adaptive
- 11/17 3<sup>rd</sup>
- 11/18 Kindergarten & 1<sup>st</sup>
- 11/19 2<sup>nd</sup> & Primary Adaptive
- 11/20 Grandparents Day

Mrs. Conley is going out on disability due to pregnancy concerns. Mrs. Forrest will be returning on Monday, November 16<sup>th</sup>. Miss Johanson, Mrs. Forrest's long term substitute, will be moving to Mrs. Conley's class while she is out.

The Office of Gifted and Talented will hold an information session for grades K-2 on Monday, November 23<sup>rd</sup> at Gunpowder Elementary School from 7pm – 8pm. All Northeast area school parents are invited to attend.

Upcoming school events include the following:

- 12/3 Kindergarten Winter Concert
- 12/11 Interim Reports (this is a Friday – teachers may wait until Monday to distribute to make sure parent see them!)
- 12/16 Barnes & Noble Night
- 12/22 Holiday Concert – PTA General Meeting held prior to event
- 1/12 Volunteer Training – 6pm in library prior to PTA Board of Directors Meeting
- 4/14 STEM Fair - GT Science students are required to participate; all 4<sup>th</sup> & 5<sup>th</sup> grade students are encouraged to participate

New Business – Chris Kirtz, PTA President

Chris Hagan made a motion to appoint Christy Tamburello in the position of Treasurer that was vacated by Shannon Wagner's resignation. The motion was seconded. The Board of Directors voted and approved Christy's appointment.

Phyllis Henry suggested the Middlesex Elementary School Resource Center be invited for a presentation at a future PTA meeting. Staff members have expressed an interest in speaking to parents about the resources they have available and it may be of particular interest for parents with students participating in the STEM Fair.

The meeting adjourned at 7:03pm.

Respectfully submitted,

*Melissa Johnson*

Recording Secretary  
Gunpowder Elementary PTA