

High Bridge Parent-Teacher Organization
Meeting Minutes
November 14, 2023

1. WELCOME

2. HIGHLIGHTS

- a. Membership Drive
 - i. To date: 38 faculty, 146 families, \$660 in donations
- b. Halloween Parties
 - i. 16 students needed treats for “party in a bag”
 - ii. PTO donated snacks
- c. Trunk or Treat
 - i. Held in place of movie night
 - ii. 24 cars but approximately 300 people
 - iii. High Bridge Police came and helped
 - iv. Gave away 4 prizes: Most Original, Scariest, Funniest, People’s Choice
 - v. Other games
 - vi. Tweak for next year
- d. Pumpkin Literacy
 - i. Held at the ES
 - ii. Kids decorate pumpkins as a character from a book
 - iii. Most we’ve ever had
 - iv. Get a certificate and book for participating
- e. Pie Sales
 - i. 63 pies sold
 - ii. Pick up at the farm on Tuesday, November 21 at 1:30 p.m.
 - iii. People can pick up at the ES between 2:30-4:00 p.m.
- f. Dr. Hobaugh Parent Meetings
 - i. Small crowd today
 - ii. Conversations are part of his outreach goal
 - iii. Morning session last month talked about security, budget and HIB; about 15 people attended
 - iv. After school timing may not be convenient for families
 - v. Night session in January
- g. Classroom Grants
 - i. Mrs. Morris – offset costs of 1st grade class trip
 - ii. Janis Clark – requested undergarments for children who have accidents
- h. Square One Art Fundraiser
 - i. PreK through 8th Grade
- i. Gambling License
 - i. We have received our gambling license finally!
 - ii. Will be able to hold better fundraisers
- j. 501c3
 - i. Working on trying to become a 501c3; we are currently a 501c4
 - ii. We now have Articles of Incorporation
 - iii. Still need some tax documentation

3. ADMINISTRATION REPORT: Dr. Hobbaugh

- a. Just wrapped up Teacher's Convention week
- b. No Winter Concert this year because of staffing issues
- c. On track for the MS Play in the spring as well as concerts
- d. Have hired staff to fill in some gaps
- e. Veteran's Day Celebration was very successful; we collected donations for a veteran's shelter
- f. Faculty meetings coming up this week

4. FINANCE REPORT: Suzy Supnet, Treasurer

- a. Beginning balance: \$23,099.13
- b. Recent Transactions: \$15 on donations; \$540 from clothing drive; memberships and pies are mixed together about \$1,300
- c. Expenses: \$5,314
 - i. Tiger Tones: date changed to 2nd week in December
 - ii. DJ Deposit
 - iii. Trunk or Treat
 - iv. Articles of Incorporation
 - v. Future: \$4,000 for basketball hoops if voted upon
- d. Ending balance: \$19,694.13
- e. Working Budget
 - i. Cultural Arts: \$1,030 left
 - ii. Insurance: \$465 (not paid yet)
 - iii. Grants: \$288 left
 - iv. No family grants yet
 - v. We did not account for any Student Leadership assistance from the PTO
 - vi. Family Fun Nights: Only \$32 left but we will sell admission/concessions to cover cost of DJ for Valentine's Day, Bingo etc.
 - vii. Individual Appreciation Days: Spent more than we thought because more people than anticipated
 - viii. Didn't spend as much as we thought on community donations and 50th reunion
 - ix. Spent a lot more on paper products that we budgeted for

5. TEACHER LIAISON – Jana Brown

- a. Only question was about when the holiday parties will be
- b. Ideas for fundraisers: comedy show or concert
 - i. Nicole explained that the funds we raise this year need to cover all of our expenses for next year
 - ii. Tricky Trays are a lot of work; need people who can solicit good prizes
- c. Will continue to push membership

6. SCHOOL BOARD MEETINGS: November 20, December 11 and 18

7. NEW BUSINESS

- a. Spirit Wear Sales
 - i. We are going with a new company
 - ii. Can order year-round; choose separate logos and sports

- iii. Store is ready; Kelly Mayer just needs to set a meeting to walk through the logistics
 - iv. Hopefully up and ready by next week; quick turnaround so it should come in time for the holidays
- b. Student Leadership Breakfast: November 22 – 7:30 a.m.
 - i. PTO is helping with eggs and paper products; ShopRite also donated
 - ii. Breakfast is a way for all the grades to mingle
 - iii. Students want it to be a fundraiser but only charge \$2
 - iv. All students are invited; tickets sold that morning
- c. Tree Lighting: December 9 – 6:00 p.m. at the Commons
 - i. Borough's business association was thinking about cancelling it
 - ii. Student Leadership reached out to all town committees
 - iii. Santa will be there for pictures for a donation to Student Leadership
 - iv. There will be music – more of a sing-along
- d. Staff Holiday Breakfast: December 14
 - i. Sign Up Genius for parents to make food
 - ii. Colleen Conroy will send out to the district
- e. ES Class Parties: December 22 – 11:30 a.m. to 12:30 p.m.
 - i. Valerie Palmer will notify parents signed up to volunteer
 - ii. Volunteers must be HIB trained so she is checking the list
- f. Vote on Basketball Hoops
 - i. MS had a family donate some, but the hoops at the ES are in bad shape
 - ii. To spend this money, we need to have the membership vote
 - iii. Hoping to have the vote sent out this week
- g. Will need a big fundraiser to replenish funds
 - i. Perhaps switch up the Color Run to keep kids interested
 - ii. Kelly Mayer found a company that does an obstacle course
 - iii. The funds we raise are for the following year
 - iv. Ideas: dining night at local restaurants, rubber duck race
- h. TrepS: December 8
 - i. Carl is selling hot dogs with the grill the PTO donated
 - ii. Selling ornaments and pretzels

8. MEETING ADJOURNED