



*Benjamin D. Foulois Creative & Performing Arts Academy*

## **Agenda**

**Welcome**

**Recording Disclaimer**

**Previous Meeting Minutes**

**Committee Reports**

**Principal Remarks**

**Questions & Comments**



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## Approval Meeting Minutes

- **Reading of Previous Meeting Minutes**
- **Corrections**
- **Approval as Read/Corrected**

*All minutes and meeting documents are housed at our website [BDFPTO.org](http://BDFPTO.org)*



# Financial Report

## Financial Summary:

- **Operating Balance:** \$ 26,633.31
- **Principal's Balance:** \$27,334.90
- **Total:** \$53,968.21

## Have Done:

- Reimbursements have been sent out.
- Integrated [Bill.com](https://www.bill.com)
- Quickbooks Training

## Working On:

- Concessions Committee will be working with fundraising to staff concession



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## Committee Reports

- Events
- Fundraising
- Membership
- Appreciation
- Delegate

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# Committee Name: Events Committee

## Chairperson: Courtney Shorter

### Have Done:

- Holiday Ugly Sweater Movie Night - Set Date 12/12 and 6 pm
- Secured Screen and Projector from Premiere Outdoor Movies of Maryland
- Secured Parent Volunteers for Movie Night for the following areas:
  - Decorations
  - Concessions

### To Do:

- K.I.S.S. Dance (K-5) - Set Date / Planning Meeting
- Sneaker Ball (MS) - request available date from school
- Field Day - June 2026

### Event Requests:

- K.I.S.S. Dance/Sneaker Ball (k-5) - confirm February/March date
  - Parent volunteers - decorations, catering, vendors, ticketing
- Sneaker Ball (Middle School) - confirm February/March date
  - Parent volunteers - decorations, catering, vendors, ticketing
- Field Day Planning



## Committee Name: Fundraising

### Chairperson: Janay Brown

#### Have Done:

- Submitted applications for **Aldi Grant** and **Food Lion Grant** were not approved
- **Holiday Shop** is ready and scheduled for **December 8th–12th**

#### To Do:

- **Volunteer requests** for the **Holiday Shop** were distributed still submissions
- Bundt Cake fundraiser still in planning

#### Request:

- **No Request at this time**



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## Committee Name: Membership

### Chairperson: LaPonda Kersey-Salisbury & Lynn Fraiser

Membership Type	# of Paid Members	Total Collected
Parent Guardian	85 <span style="color: blue;">↑ 5</span>	\$2,190.00
BDF Staff Membership	9 <span style="color: blue;">↑ 1</span>	\$90.00
Community Member	1	\$20.00
<b>Total</b>	<b>90</b>	<b>\$2,300.00</b>



## Committee Name: Membership

**Chairperson:** LaPonda Kersey-Salisbury & Lynn Fraiser

### Have Done:

- Meet with Executive Board leadership to discuss Membership initiatives for 2026

### To Do:

- **Membership Collateral** – Designed and ordered **membership cards and flyers** to support recruitment efforts.
- **Promotion Collaboration** – Partnering with the **Social Media Committee** to develop an early-morning promotion event

### Request:

- **Requesting volunteers** to manage the **membership tables** during upcoming school events.
- **Seeking assistance** with distributing **QR codes** to promote easy online membership sign-ups.



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## Committee Name: Appreciation

### Chairperson: Ru Haile

#### Have Done:

- **Event:** Teacher & Staff Appreciation Cart
- **Date:** November 24th
- **Theme:** Patty's Pies (Sweet Potato Pie, Apple Pie, Blueberry Pie)
- **Purpose:** To spread joy and appreciation

#### Upcoming:

**Future Interest:** Those interested in helping with future Snack Carts can email **BDFPTO@gmail.com** with the subject line *“Appreciation Committee / Snack Cart.”*