



# Brooks Hill PTA

## General Meeting

[Brooks Hill PTA 2021-2022](#)

### [Board Members](#)

Janelle Enser: Co-President  
Lisa Turner: Co-President  
Rachel Rayburn: Vice President  
Lindsey Schwartz: Treasurer  
Theresa Cline: Secretary

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## Brooks Hill General PTA Meeting

### October 5, 2021, 6:30 PM

#### In attendance:

Janelle Enser, Lisa Turner, Rachel Rayburn, Lindsey Schwartz, Theresa Cline, Meredith Klus, Stacie Miller, Jean Waldmiller, Kate Winnibeck, Kat Tronolone, Laurie Hedberg, Ellen Fiordeliso, Lisa Cavanaugh, Kara Travers, Jen Rabjohns, Kelly Zaryk, Rachel Weisner, Tina Tandoi, Lisa Christensen, Elisabeth Brant, Lindsey Forsyth, Kristi Mitchell, Melissa Kreso

#### Call to Order/Welcome and Introductions

- Quorum established
- Welcome and come to order - Lisa T. 6:35 PM
- First meeting in-person in over a year

#### Approval of the Minutes – May 2021

- Copies of the minutes from the May 2021 meeting were reviewed and approved as written

#### Report of Officers

##### Treasurer Report: Lindsey Schwartz

##### General Report

- An audit of the 2020-2021 financials was performed over the summer by non-check signing board members. The financials appeared to be in good order and were approved by the auditors. Financial records are available for review. If anyone is interested in reviewing them, please contact Lindsey Schwartz.
- At the end of last fiscal year, we had a \$15,631 surplus and a balance of \$54,618.50 in total available cash across the checking, savings, and PayPal accounts.
- Included in the PowerPoint are the July/August financials from this fiscal year. We ended August with \$47,505.84 in the checking account, \$4,859.04 in the savings account, and \$471.97 in the PayPal account. 53 memberships were purchased in July and August.
- Unfortunately our September financials are not yet available due to the timing of our meeting. Our September statement just became available online today. I will have our documents available soon and ready to view on the PTA website if you are curious about September.
- The Form 990-EZ filing for 2021-2022 was submitted and accepted by the IRS on July 8.
- All event coordinators should receive an email from the Treasurer explaining the budget for your event, the reimbursement process and other pertinent information. If you are a coordinator and have not received an email, please request one from Lindsey Schwartz at [ltmschwartz@gmail.com](mailto:ltmschwartz@gmail.com).

- A reminder that Brooks Hill School PTA is listed on Amazon Smile and when selected, a portion of your purchase will be donated to Brooks Hill PTA.

### Proposed Amendments

- -Change line that reads "Less: Cost of MSA software" to "Less: Cost of MTK software" to reflect the software we currently use.
- -Change "Box Tops Income" to \$200 and "Box Tops Expenses" to \$0 to more accurately reflect recent years' box tops income and expenses.
- Change the line that reads "Colonial Capers" to "Colonial Day" to reflect the updated name.
- Remove the "COVID Supplies" line, as this will be more accurately captured by the "Community Support/Crisis" line.
- Change "Community Support/Crisis" line to \$5,000. The PTA allowed six teachers affected by the fire at school to spend \$500 each on new classroom supplies. The line will account for this \$3,000 expense, as well as an additional \$2,000 in case of unforeseen COVID expenses, or other potential crisis needs.
- Add an expense line titled "Playground Equipment" for \$10,000 for the purchase of a Gaga Pit.
- Add a line specifically for "Welcome Back Balloons," as we intend to make this purchase every year. \$600 would be an appropriate amount based on the \$476 that was spent this year.
- Add a line titled "PTA Promotions" for \$500 to allow for purchases such as tagging supplies, water bottles, and other purchases related to promoting the PTA. We spent about \$315 on the curriculum night tagging purchases, so this is how I determined the \$500 amount. We can make this line higher if you guys think we will be making other specific purchases that would fall into this category.
- Change the following lines to read \$0, as they will not be occurring this school year: After School Clubs, Ganondagan Virtual Field Trip, Math Action, Naturalization Ceremony, and Staff Appreciation.

### Vote:

All budget amendments were approved as proposed, vote detail below

- 5 online voted yes
- 11 in person voted yes
- 1 person voted to abstain
- No 'no' votes accounted

Questions were asked by PTA members about budget proposals. Questions and answers below.

Staff appreciation - one day for everyone

- Allows us to celebrate everyone without multiple days or possibly forgetting a day/person

### Clubs

Q: Will there be PTA clubs this year?

A: The district is offering more after school/before activities

Q: What about transportation?

A: Need commitment for transportation or will have to go without most or all of the clubs

Q: What are the proposed logistics for transportation for clubs?

A: Run the first 10 sessions without transportation. Knowing in the winter we need the transportation (rate of transportation has increased)

No have fall clubs and just start in Jan with all transportation

If clubs do not get a start in 2021 the PTA could possibly help in 2022

There are clubs that are separate from the the district run clubs (i.e. ski club, odyssey of the mind, girls on the run)

## **Vice President's Report: Rachel Rayburn**

### **Recognition/Thank Yous**

- Thank you from teachers: Mrs. Barkau, Mrs. Rockow, and Mr. Creahan sent a heartfelt thank you for the PTA's contribution to helping them re-equip their classrooms after the fire damage that occurred prior to the start of the school year.
- PTA made a donation to Camp Abilities, in honor of a staff member who lost a family member last year and a thank you was received in return.

### **PTA Member Updates**

- Currently have 126 paid PTA members
- To vote on amendments and other issues families must have registered at: membership <https://brooks-hill-school.pta.membership-toolkit.com/> and must have paid their \$9 membership fee.
- Directory which includes all families with paid PTA memberships will be available online only again this year. This helps us provide the most up-to-date information possible and will continue to be updated as new families register throughout the school year. We would like to remind you this directory is for personal use only and cannot be shared with anyone outside the Brooks Hill community.

### **Spirit Sale**

- The spirit sale is going well - as of this morning (10/05) 68 sales have been made. The sale runs through this Friday October 8th

## **President's Report: Janelle Enser and Lisa Turner**

District Update: All Fairport PTA presidents held their monthly district partnership meeting with Superintendent Provenzano. It was shared that the focus of educators and the Board of Education is on social emotional health for students and self care for educators and staff.

The transportation department is putting together an ongoing effort to recruit and hire new drivers as well as free up buses and create more efficient routes.

The District is looking forward to hosting a three-event series this Fall for parents/guardians and community members to learn more about the New York State's Culturally Responsive Sustaining Education Framework (CRSEF). *The ideas embedded in the Framework are not new to Fairport Schools and are fundamental to how we have always engaged and supported all of our students in grades K-12.* The first event was held on Sept. 27.

The next two will be 10/18 covering High Expectation and Rigorous Instruction and 11/15 covering Inclusive Curriculum.

Volunteers are needed for Red Ribbon Week

Volunteers are also needed for the Fall Fun Fair - Let the Coordinators discuss their needs in their update.

We are currently forming a committee to recommend a slate of officers for the 2022-2023 PTA Board. We will need two representatives from the general membership to discuss potential officers. An email will be sent out with more information. Please reach out to the board if you want to be considered for a board position or be on the committee [brookshillPTA1@gmail.com](mailto:brookshillPTA1@gmail.com)

Volunteers are needed for Red Ribbon Week. We are looking for one or two families to decorate the grounds with ribbons (supplied by the office). Volunteers would set up the weekend of 10/23 and clean up would take place the weekend of 10/30. Please reach out to anyone on the board if interested.

The crosswalk incident was discussed both during the president's report and principal's report. There may be a committee forming to help with the safety of walkers and carlines forming and we will need volunteers for that. More info coming soon.

### **Principal's Report: Mrs. Klus**

- The teachers from the fire are OK, and rebuilding their classrooms
- The \$500 PTA funds were very helpful
- In Mrs. Rockow's room everything had to be replaced
- The other rooms had to replace anything opened, all paper, books, manuals, posters
- Brooks Hill retired teachers donated money and gift cards
- Now looking at what has not been donated or purchased and reordering
  
- General thanks to PTA for help during the first days of school:
  - Lunch line helpers
  - Spirit balloons
  - Bus loop helpers
  - Picture day

Ganagandan - Fairport 4th graders get to spend the day for free  
Live stream and you can go live

### **School updates**

- 5% random Covid testing starts this week
- Staff testing
- Starting to try to get Music Ensembles going for the year

PTA token for principals' recognition  
Every month - Brooks Hills Best

### **Lead Teacher Report: Mrs. Waldmiller**

- \$500 PTA donation gave so much hope to the teachers
- Parking lot at drop off and pick up is running well - everyone is doing a great job of being patient - parents are doing a great job
- Student council starting on 10/20
  - 2 sessions
  - 5 in fall
  - 5 in spring
  - Gives kids confidence to go for it in the spring once acclimate
- Reading challenge coming up

### **Report of Coordinators**

Picture Day – Janelle Enser

- All students will receive a class picture but will be composite

Rachel Wiesner--Fall Fun Fair -

- Kids can help
- 10 tickets for every hour you volunteer

Fall Fun Fair Planning committee: Lisa Christensen, Lisa Cavanaugh, Michelle Resch, Beth Flannigan, Meredith Stockman-Broadbent and Teale Brown

- Due to the huge success of the Fun Run, the board and planning committee agreed the focus of the FFF didn't need to be on fundraising as much this year
- Will be held outdoors to help with air circulation and social distancing, and so it was also moved to a Saturday in October to allow for daylight and a better chance of milder weather
- No silent auction or raffles, adding a Foam Dart Battle – presale tickets start tomorrow on MTK and they're \$10 per ticket. Reservations are required, and battles should occur rain or shine
- Feature a Free Zone in the playground area with yard games, popcorn, basketball and of course the playground.
- Red activity tickets (10 for \$5) can be used towards carnival games, pumpkin decorating and other craft activities, items at the Brooks Hill spirit booth, apple cider & donuts, pizza, inflatable slide rides and more!
- Cakewalk will be replaced with the treat trot since store bought treats will be required this year.
- There will be a QR code to scan at the ticket sale tables to walk you through that process.
- Parking will be primarily at Minerva Deland and JP, with shuttle buses running
- Masks are required for the shuttle, Treat Trot, which is in the gym, using the bathrooms, etc. Anytime you're indoors.

### **PEG update**

- PTA educational grant
- Round 1 deadline is Tuesday (meeting 5pm Sunday) to review
- Have room for committee volunteers
- 4 applications already

### **New business/Announcements**

- Need a coordinator for school supply kits
  - Liaison between admin and teachers- get lists and deliver the boxes
  - Coordinator works directly with Admin in the spring

### **Adjournment @ 7:45 PM**

Motion to adjourn - Rachel Weisner

Second motion to adjourn by Rachel Rayburn

