



Brooks Hill PTA

General Meeting

[Brooks Hill PTA 2022-2023](#)

[Board Members](#)

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

Brooks Hill School PTA Meeting

September 20th, 2022 @ 6:30 PM

Brooks Hill School Library

Next Meeting: Tuesday, October 18th, 2022

Call to order 6:32 PM by Lisa Turner

Attendees: Meredith Klus, Stacie Miller, Lisa Turner, Rachel Rayburn, Lindsey Schwartz, Rachel Wiesner, Theresa Cline, Tina Tandoi, Tabitha Corp, Sarah Mayne, Bridget Rourda, Jacklyn Huntington, Celeste Foster, Megan Weenner, Kate Winnebeck, Elizabeth Brant, Lisa Cavanaugh, Carrie Riordan, Lindsey Forsyth, Jenna Zahariev, Katie Kowalski, Krisi Mitchell, Jackie McKenna, Melissa Kreso, Katelyn Hoyt

Agenda

Call to Order/Welcome and Introductions

Approval of the May 2022 Minutes

Approved as written

Report of Officers

Treasurer's Report: Rachel Wiesner

The 2021-22 fiscal year ended with \$73,432.12 in the checking account, \$4,860.50 in the savings account, and \$0 in the PayPal account as of June 30.

A review of last year's financials was performed by two non-check signing board members. The two reviewers, the president and the previous treasurer signed off on the review but noted there were some budget line items that went over. The 2022-23 budget approved at the final PTA meeting in May increased several categories to help prevent overages this year, and a vote will be held tonight in hopes of increasing a few more. Anyone who would like to look through the records themselves is welcome to do so; just let the board know.

Following the financial review there were some items budgeted for the 2021-22 fiscal year that were processed in August - \$13,000.79 in Boosterthon fees and \$130.92 in yearbook expenses. Taking these into account, the 2021-22 fiscal year resulted in \$10,542 in net income despite a projected loss of \$27,050. May and June Cash Details are included in your handouts tonight, as well as the final profit and loss report.

July and August financials will be presented at the October meeting due to the Treasurer's laptop crashing the night before the meeting. September financials should also be ready at that time.

Proposed Budget Amendments

- Raise the Book Vending Machine line item from \$6,000 to \$6,840 to account for the difference between estimated and actual shipping costs, and to purchase books to distribute from the time the vending machine is installed through the PTA Scholastic Book Fair in December, after which point, we plan to use Scholastic Dollars for future book purchases.
- Raise the Fall Fun Fair expenses from \$2,000 in Food Expenses and \$6,000 in General Expenses (\$8,000 in total expenses), to \$12,500 in General Expenses. The estimate of \$8,000 in income is also being lowered to \$4,000.

Vote Results

Budget amendments passed

Yes 22, No 0, Abstain 0 (does this include the online votes?)

Vice President's Report: Lindsey Schwartz

A total of 129 memberships have been purchased for the 2022-2023 school year as of last night. Please continue to promote membership when you can! For those who are not yet paid members, they can purchase a membership through Membership Toolkit. There is a link to MTK on our Brooks Hill PTA website. If you purchase a membership before the end of September, you will be entered into a raffle to receive one of our highly coveted Fairport umbrellas!

The PTA budgets funds to honor life events amongst staff members each year, such as marriages, births, retirements, and losses. The following staff members have experienced a life event recently. We wish a heartfelt congratulations to each of them!

Hannah Cummings has married; she is now Mrs. Hartman.

Miss Poulin has married, she is now Mrs. Poulin.

Presidents' Report: Lisa Turner and Rachel Rayburn

Using funds from last year's Fun Run, we proposed to include two major purchases for the school. These were approved at last year's budget meeting in May. Over the summer, we donated \$6090 (which includes freight, shipping and set up) of a Bookworm vending machine. The donation was approved by the Fairport BOE and they will be purchasing the machine so that Brooks Hill takes ownership. We expect to have it in place hopefully before the holidays. We plan on stocking the machine with books for all grade levels and using it as a Brooks Hill PTA Birthday Book program. As students celebrate their birthdays they will be awarded a token to use at the vending machine and pick out a book.

The second large donation approved and made over the summer was for \$6054.51 to fund the addition of the second gaga pit for the playground. This has been accepted and ordered already from the BOE and we expect it hopefully soon.

The PTA also supports the PBIS initiative by purchasing Principals' Recognition vinyl water bottle stickers to go along with certificates awarded to students who earn the award monthly.

The Fairport elementary PTA's are proud to sponsor the Center Park Movie night taking place this Friday At Center Park, featuring Encanto. This event is free, and registration is online and encouraged but is not required. The event will feature face painting, gaga ball, and food and snacks for purchase.

Upcoming events and volunteers needed:

Red Ribbon Week: Tie ribbons around the school property over the weekend, need them removed the following weekend

- October 21st – on or before
- Elizabeth Brandt has volunteered to put up the ribbons
- Meghan Wenner & Lindsey Forsyth has volunteered for removal

November Month of Giving – work with a charity in the city that tells us what they need and we promote it, put out boxes, pick up and deliver Runs 1st of November though Thanksgiving

Jackie McKenna has volunteered

3rd Grade International Day

Meghan Wenner has volunteered

5th Grade Final Thrill – gifts, games, dancing

Still need a volunteer

K-2 Picnic on the Playground – new this year (June 7th) picnic with treats and activities

Jacklyn Huntington, Katelyn Hoyt, and Bridget Rourda have volunteered

You don't need to have a student in the grade for the grade level events

Contact the board via email, etc.

Rachel W. to share budgets with coordinators

PTA – PEG (educational grants) - teachers write up grants for budget that does not come from the school

We have a committee that goes through the request

We need 3-4 people to volunteer for this

Tabatha Corp, Kate Winnebeck, Meghan Wenner, Jenna Zahariev

Admin always reviews to see what we can fund through the school

Noodle drumming was an example of a unique idea

Principal's Report: Mrs. Klus

Thank you to the PTA for bus loop support and lunch support for the kindergarten

Decorations for the balloons out at the bus loop and front of the building

And the curriculum night video

Our PTA is phenomenal. We do so much for all our different kids – all types of families, etc.

Please join us at the Movie Night – it's a nice time for kiddos to see their friends outside of class

Met with every grade level for code of conduct this year

First sense of normalcy to pull a whole grade level together in the cafeteria

Has rolled out a new code of conduct for the district

- Learning from mistakes

- Place and time for consequences

- Can be found on the website and folding into our own PBIS

- Changing BE – to We are respectful, etc. We are learners – more inclusive language

Additional activity period

40 min – all grade levels

Time dedicated K-2 purposeful play, increase curiosity, whatever they want to do draw, build, read

3-5 times for orchestra, band and choir now part of the school day, they can go to spark, library, etc.

In classrooms, more time to explore and do and be creative (board games, coding, free choice, etc.)

So far going well

3-5 moving around a lot

1-2 will start moving classrooms, which is a nice way to increase being socializing

We go out 20 degrees or warmer

Off to a great start, a lot of normalcy this year

Report of Coordinators

Fall Fun Fair - Lisa Christensen and Lisa Cavanaugh

Date: Saturday, October 15 from 11 to 3

Excited to implement the best parts of last year's new outdoor format, while also including everyone's classic favorites

Biggest change: FREE FOR STUDENTS!

Due to the incredible fundraising at the Fun Run, we are able to put this together at minimal cost to families

How it works:

Each student will get a 20-punch card

Credit card sized, plastic, on a lanyard

Will be handed at the check-in tent upon arrival to FFF

Additional Punch Cards available for \$5 each (if a student wants to do extra activities, non-student family members)

Punches can be used for EVERYTHING except food trucks

Like last year, playground area is a "punch-free" zone: Gaga Pits, Hover Archery, and playground

Biggest Improvement from last year: Larger Main Tent

More than double the size of last year

Should be able to accommodate diners as well as crafts tables

Also have an indoor rain plan in case of really poor weather

Event Info:

Like last year, we plan on utilizing the front parking lot for a majority of our activities

This will necessitate most people parking at Minerva Deland School, we will be running a shuttle bus again

Front Parking Lot:

Main Tent: Dining and Crafts space

Food Trucks - cash or charge

Verno on the Roll (Burgers, Hot Dogs)

Macarollin (Gourmet Mac and Cheese)

Kona Shaved Ice

Families are also welcome to bring a picnic lunch and join the festivities

Crafts:

New this year: Pin Buttons, Fall Leaves “snow” globes

Favorites are back: Pumpkin Painting, Tile Art, Suncatchers, Foam Frame Decorating

Photo Booth, DJ, Airbrush Face Paint Artists

Also new this year: Expanded Carnival Games section:

New: Giant inflatable bowling, Axe Target Throw (toy axes!)

Older Favorites: Plinko, Fish Bowl Toss

As well as several other skill and chance games for kids of all ages

Field (last year was Foam Dart League):

2 inflatable obstacle courses,

Inflatable slide

6 -hole ‘soccer golf’ course - like a miniature golf course with obstacles, but played with a kickball

Mentioned previously that the punch cards would not be accepted at the food trucks, however we will have snacks on hand for families to purchase for a punch each.

Includes: Farm-fresh apples, donuts, chips and crackers, cotton candy, juice boxes, and other beverages

Finally, everyone’s favorite event! The Treat Trot (FKA Cake Walk) will be in the cafeteria and in the same format as last year

We are sticking to the store-bought requirement

Everything from the traditional cakes to cereal to gift cards...treats of any variety are welcome!

As in prior years: we will ask families to send these the week leading up to the event.

Speaking of what we need from families: VOLUNTEERS!

Shout out thank you to coordinator volunteers, and to people who stepped up when Facebook posting went up

Thank you to BH ‘Alumni’ Boy Scout and Girl Scout troops volunteering

Professor “Pumpkin Pro” Steitz is having his Naz Students volunteer again

Even with these amazing groups, we will still need approximately 30 additional people per hour to run all our activities.

Volunteers get a free punch card, allowed to park in bus-loop lot (if space is available)

Donations:

Finally, knowing that some families are unable to volunteer their time but still want to contribute to making this event amazing for our kids, we have created an Amazon Wish List with various items we will need.

Items will be shipped directly to the school, which will save everyone time and the hassle of remembering to drop things off.

All this info will be made available on the PTA website after the meeting, and I will include my email address in case anyone has questions.

We're incredibly excited to continue to grow and improve the Fall Fun Fair and truly appreciate the support we get from our BH community: from the financial support provided by the Fun Run to the coordinators and volunteers who make everything happen the day-of. THANK YOU!

Food trucks – can we include links to vendors for allergies or concerns

Reminder you can bring your own food, make a picnic, keep it very inclusive

School Play - Janelle Enser

The Brooks Hill PTA has partnered with Bravo! Creative Arts to present our 2022-2023 school musical...Seussical Kids! Seussical Kids is filled with many fantastic roles of all sizes. Casting will be based on an actor's age/grade, rehearsal availability, interests, and audition. The musical is open to grades 2-5.

Please refer to the Brooks Hill Drama Club section of our PTA Webpage to stay up to date on all things Seussical! [Home - Brooks Hill School](#)

There you will find:

- The online registration link (Open 9/16-9/26 ONLY)
- A copy of the backpack mailer sent home with students
- Materials to reference as your 3rd-5th grade student prepares for their audition

Please Note: It is important to indicate if your student is available for both Cast A and Cast B rehearsal times, as we need to keep the casts as balanced as possible.

Auditions (directly following school) and a Parent Meeting (6:00pm) will be held on Friday, September 30th.

Rehearsals will be on Fridays in the Brooks Hill Cafeteria with two options:

- Cast A will rehearse from 3:15-5:00pm

· Cast B will rehearse from 5:30-7:00pm

Performances (at Minerva Deland):

Cast A - Thursday, February 9th, 2023

Cast B - Friday, February 10th, 2023

Picture Day - Janelle Enser

We currently have two openings for morning volunteers (8:45-12:00). Volunteers help make sure students are camera ready. As a thank you, all volunteers will receive a voucher from Lifetouch toward any photo package purchased online. Vouchers will be handed out during your shift, so hold off ordering your photos!

Spirit Wear - Theresa Cline

We are happy to share that we have a new vendor that will allow us to have a year-round Spirit Wear store open.

You will find flyers in your packet, and they will also be going home in backpacks this week.

The store includes the classic items you've seen plus some exciting new items.

We will continue to update the store.

There is no mark up on the items, this is not a fundraiser.

New business

Question: what do we want on the October Bulletin board?

Announcements and Adjournment

Motion to adjourn Rachel Rayburn at 7:50 PM

Seconded by Elizabeth Brandt