



# BROOKSIDE ELEMENTARY SCHOOL PTO

## Meeting Minutes



Thursday, September 22, 2022  
6:00 – 7:00 pm. via Zoom

**Executive Board Members Present:** Sherine Hassey; Nancy McDonald; Susan Moran; Katie Muchirahondo; Tiffany Parola; Andrea Seamans; Cori Stott

**Executive Board Members Absent:** None

**Other School Staff Present:** Lindsey Fulton; Lori Harries

6:00 **Call to Order**

Ms. Muchirahondo called the meeting to order

6:01 **Principal's Report**

Mrs. Fulton provided a report about the first weeks of the school year.

- Enrollment is up to 530 students and most classes have at least 24 students
- The school celebrated Start With Hello week and was looking forward to welcome Simon Brooks, Storyteller, and hosting the Scholastic Book Fair
- Chorus, Band, & Strings will begin soon for grades 3-5

6:05 **Fundraising Update**

Mrs. Moran provided an update on the fall fundraiser of cookie dough, cake rolls, and some non-perishable shippable items. As of the meeting, the fundraiser had made \$300 in sales and will run through October 7th with delivery November 9th.

6:10 **Treasurers' Report**

Ms. McDonald provided an overview of 2021-2022 actual spend.

- Our last Treasurers' Report was at the May 18, 2022 meeting. Since then, the PTO Operating Account began with a balance of \$7,800 and ended with a balance of \$6,605 yesterday. Costs included the art show, 5th grade celebrations, glow dances, yard signs, and the popsicle party.
- Mrs. Caron will be taking over management of the Sunshine Fund from Mrs. Harries. The PTO handles the money and accounting but this account is owned by the Brookside Teachers and used to recognize their life events and provide social opportunities.

6:15 **Motion to accept the Treasurers' Report** made by Alycia Knight  
Motion seconded by Lori Harries  
*Treasurers' Report of September 22, 2022 accepted by unanimous consent*

6:15 **SY2023 PTO Budget**

Ms. McDonald presented the 2022-2023 PTO budget.

- The budget includes field trip offsets of \$800 per grade level in K-5 and enrichment funds of \$200/grade level in K-5 and \$100/class in Pre-K.

6:30 **Motion to accept the 2022-2023 PTO Budget**

Individual vote to accept the budget (20 yes votes)

No opposition voiced

*2022-2023 Brooksid Elementary School PTO budget approved.*

6:30 **Secretary Report**

Mrs. Seamans reviewed the minutes of the last meeting of the 2021-2022 school year, held on May 19, 2022

6:33 **Bear Wear Update**

Ms. Muchirahondo reported that the Bear Wear sale has closed. Items are expected to arrive by mid to late October. The PTO receives \$2.05 per item sold.

6:35 **Upcoming Events**

Ms. Muchirahondo shared that the Fall 2022 Trunk or Treat event will take place on October 21st, with a rain date of October 28th.

6:40 **PTO 101**

Ms. Stott shared a brief overview of how families can be involved with the PTO, and the role the PTO serves in the school community.

6:45 **Questions & Answers**

Attendees asked questions about field trips, holiday celebrations at the school, Bear Wear, and upcoming Parent-Teacher Conferences.

6:53 **Adjournment**

Ms. Muchirahondo adjourned the meeting.