

BROOKSIDE ELEMENTARY SCHOOL PTO

Meeting Minutes

Wednesday, September 11, 2024

6:00 – 7:00 pm - Hybrid

Virtual & Brookside Elementary School Library

Executive Board Members Present: Amanda Blute, Dawn Hayes, Tiffany Parola, Cori Stott, Alycia Knight

Other School Staff Present: Monica Poitras, Annette Romano, Lori Harries (K), Denise Porcello (3rd)

6:05 **Call to Order**

Ms. Stott called the meeting to order and welcomed everyone to the new school year. The Executive Board members introduced themselves and their positions.

6:06 **Overview of the Year**

Ms. Stott & Mrs. Blute reviewed the year's events, including the following, with a note that all events are listed on the PTO website and on Facebook

- **School Year Kickoff Events:** Popsicle Party & Resource Fair and Chalk the Walk were very well attended; invited community to share contact information for resources they didn't see at the Party
- **Upcoming Events:** Shared dates of currently scheduled events throughout the year, reminded prospective volunteers to submit CORI forms, and noted that the Kindergarten Meet & Greet was approaching on 9/18
- **Fundraising:** BearWear is shifting to Dracut Threads and will provide a variety of new options and the 5th Graders will be asked to help with fundraising for their celebration dance, carnival, and yearbook with calendar raffle sales

6:25 **Treasurer's Report**

Mrs. Blute provided an update on expenditures since the end of the prior school year.

Motion to accept the Treasurer's Report of 9/11/2024 made by Karen Robitaille.

Motion seconded by Nancy McDonald.

Treasurer's Report of 9/11/2024 accepted by unanimous consent.

6:30 **SY24-25 PTO Budget**

Ms. Stott & Mrs. Blute reviewed the SY24-25 PTO Budget, highlighting the following:

- The Field Trip budget had to be cut slightly to account for lower fundraising totals. The funds were increased following COVID, a period of two years during which the PTO did not spend much money, but with fundraising and spending returning to normal levels, there is less available for field trips. Grade levels will receive funds totaling \$5.50 per student, rounded up.
- The PTO is hoping to raise greater amounts this year to support more free events and greater investment in enrichment activities for students. The main fall fundraiser will be the Turkey Trot.
- The budget is balanced, accounting for small unexpected costs through the year.

Motion to accept the SY24-25 PTO Budget made by Lauren Brousseau.

Motion seconded by Nancy McDonald.

SY24-25 PTO Budget accepted by unanimous consent.

6:40 **PTO Bylaws Update**

Ms. Stott reviewed the proposed updates to the PTO Bylaws, which were updated to simplify the language and ensure internal consistency. Ms. Stott also shared a reminder that all parents/guardians of active Brookside students, and all active Brookside staff members, are automatically members of the PTO, and reviewed the key elements of the Bylaws' provisions.

A vote of the active members present at the meeting was taken with 21 aye, 0 nay votes.

PTO Bylaws accepted by unanimous consent.

6:50 **Principals' Report**

Mrs. Poitras provided updates on Brookside Elementary School happenings:

- A warm welcome to Brookside's four new teachers/staff members:
 - Mrs. Flint, Special Education
 - Ms. Keefe, 4th Grade
 - Mrs. Weiss, Nurse
 - Mrs. "D", Pre-K, transferring from the Campbell School
- In lieu of fall conferences, Brookside will be holding a Curriculum Night on September 26th. All parents/guardians are invited to visit their child's classroom for an overview of the year's activities and curriculum at either 5:00 or 6:00 pm.
- The District has launched Parent Square, an online platform that combines the functionality of systems like Facebook and Google Classroom. Parents are encouraged to sign up and download the app as soon as possible.
- An enormous thank you to Kevin Wise who has been caring for the axolotls, fish, and turtles, to keep our school lively and warm!
- A quick reminder about curriculum - we use the RULER program for social-emotional learning at Brookside. Also, students probably haven't been bringing home much homework yet and this is okay - right now the teachers are working to get everyone settled and to figure out where students are.

7:05 **Adjournment**

Motion to adjourn the meeting of 9/11/2024 made by Karen Robitaille.

Motion seconded by Nancy McDonald.

Meeting adjourned at 7:05 pm.