

Middlebrook Elementary School PTA
Membership Meeting – Monday October 18, 2021
Middlebrook Elementary School-Zoom

Middlebrook Elementary School PTA convened in the cafeteria as well as via Zoom for a regular meeting on Monday September 20, 2021.

In attendance: Jen Farmer, Stacy Screpetis, Kate Cooke, Rachel Dalton, Katie Smolinsky, Sarah Parker, Melanie Kostopoulos (2), Merrilee DeFarias (2), Stephanie Jones (2), Eileen Castillo (2), Maryam Almorie (1), Maggie Supple-Flemma (1), Christine Koval (1), Bryan Murillo (1), Jairarn Karthikeya (1), Stacy Stevens (1)

Principal: Debra Ponte (via Zoom)

- i. Call to order and Pledge of Allegiance
 - a. Mrs. Farmer called the meeting to order at 7:15 p.m.
- ii. Welcome and Introductions
 - a. A sign-in sheet was distributed. Verbal introductions were made.
 - b. Meeting etiquette was reviewed.
- iii. President's Report
 - a. There is a new Yearbook vendor, Herff Jones. We have a chair, now need volunteers for the committee.
 - b. Book Fair needs two volunteers per class for shopping.
 - c. The Teachers have received the new coffee maker and are waiting on the carafes.
- iv. Principal's Report- None.
- v. Teacher's Report- None.
- vi. Vice President's Report- Katie Smolinsky reported that the school store was a huge success. The Teachers did request that it not be held during lunch in the future.
- vii. Secretary's Report- Minutes from the meeting on 9/20/21 were presented. Kate Cooke made the motion to approve, and Katie Smolinsky seconded the motion. All were in favor and the minutes were approved.
- viii. Treasurer's Report- The budget was presented and reviewed. Assignment pads and folders were purchased already as well as items paid for Mrs. Balzano. Budget, in particular revenue, will be shifted as needed. A motion was made to approve the budget "as-is" by Kate Cooke. The motion was seconded by Jen Farmer. All were in favor and budget approved.
- ix. Committee Reports
 - a. Holiday Boutique- It will be happening, looking at first week in December, Thursday and Friday in school and a Thursday evening session with a sign-up. Volunteers are needed for the committee, the raffle, and for shopping sessions. There are many pillows that need to be made as well as gift bags. Will be asking for gift wrap donations to make the bags. Girl Scouts will potentially help with making bags at a meeting. Will submit the building use form three weeks in advance.

- b. Be Kind Wear- 148 items sold, think delivery will be end of October, will check in to this. \$500 towards buying extra to have on hand. The spring sale will take place in March.
- c. 5th Grade Activities- The first activity is this week at Plasko's. The second meeting is 11/8/21 and they will be brainstorming and voting on the final activity before the holidays. Starting in January there will be a monthly event.
- d. Father's Club-More members are needed, there are 4 fathers total in the committee currently. Next meeting is 10/21/21. Did not think the trunk or treat could be put together so short notice so tried to arrange another event, possible at Plasko's with a hayride, corn maze, and ice cream. \$13 per child and \$15 per adult. There is no longer a co-president for this committee. Looking at a possible movie event at Bow-Tie the first or second week in December. Price is \$400 for two theaters, and 40 people are allowed per theater. The executive committee stated that they were able to plan a trunk or treat for 10/29/21 from 5:30-7:00. The cost to enter a trunk will be \$10. Father's Club to investigate a food truck for the event. It was decided to focus on the trunk or treat and forgo the event at Plasko's.
- e. ASE-Great turn out! The committee is in need of new members, especially someone to shadow this year and see how everything is done. Advertisement will be done on Facebook and in Mrs. Ponte's newsletter. There are families who are consistently picking up late. Charging a late fee was suggested as well as a "3 strikes" policy. 1st a warning, 2nd a final warning, 3rd will have to leave the program. Walking home from ASE is not permitted as there is not a crossing guard on duty at that time.
- f. Mixer- will be at Two Roads on a Saturday in April. The next meeting will be November 8th.
- x. New Business- none.
- xi. Meeting adjourned at 7:55 p.m.

Next meeting is on November 15th at 7:00 p.m.