

PTC Meeting Minutes(Summary): September 18, 2025

Call to Order: Secretary, Dana Early called the meeting to order at 7:01pm.

Attendees-In Person: Dana Early (Co-President), Danylle Stark, (Co-President) Carla Schmidt (Secretary), Sarah Frega (Treasurer), Mitch Dubinski (principal) Jessica Riggio, Christina Barbier, Christyn Esposito, Marie Peterson, Sarah Hillies, Sarah Gemmel, Suzanne Kimmerly, Kristen Hauand, and Sarah Palazzolo.

Attendees- Virtual: Zinnia Elavia (teacher rep)., Alethea, and David Euntaek.

May Meeting Minutes:

Dana Early motioned to approve the May Minutes, Sarah Palazzolo approved the minutes, and Suzanne Kimmerly seconded the motion. May Meeting Minutes were approved unanimously.

Quick recap

The meeting began with introductions and updates from school administration, including financial reports and staffing information. The group discussed various school initiatives including the implementation of the "fish philosophy," construction updates, and new programs like the Garden Club and intramural sports. The conversation ended with detailed budget discussions, event planning for community activities, and coordination of volunteer responsibilities for upcoming parties and events.

Summary

The meeting began with introductions from the co-presidents and other board members, including the secretary and treasurer. Participants shared information about their children attending Briar Glen. A speech therapist from the school, Zinnia Levi, also introduced herself.

School Board Meeting Financial Updates

The meeting covered the approval of May meeting minutes and a summary of the treasurer's report, which included financial updates and information about upcoming events like the 5th Grade Fling and plant sales. The principal's report shared staffing updates and discussed the playground project, while the president's report highlighted recent superintendent meetings and ongoing initiatives, including a review of the Accelerated and Challenge program and efforts to increase the substitute teacher pool. The meeting also touched on the cancellation of Bulldog Run due to low enrollment and to possibly lower the cost of it for the 2025-2026 school year. Kristin Robinson and Becca Case are interested in leading this year.

Briar Glen School Updates

Mr. Dubinsky discussed the implementation of the "fish philosophy" at Briar Glen, emphasizing the importance of having fun while taking responsibilities seriously. Construction updates included a redone parking lot and a new fence for student safety. Mitch, the principal, reported a successful lockdown drill and mentioned that MAP scores for grades 1-5 would be sent home the next day. New initiatives this year include a Garden Club led by Jesse Como and an intramural program, while the fantasy football club for 4th and 5th graders has 48 participants.

School Football and Fundraising Updates

Zinnia then provided a report, mentioning gratitude for the successful ice cream social event and excitement about the upcoming Fun Run, which is expected to raise money for the Briar Glen Playground.

Fiscal Year 25 Budget Updates

Sarah Frega presented the budget changes for fiscal year 25, highlighting new events including a Bingo Pasta Night, Movie Nights for different grade levels, and Team Day shirts for students and faculty. The budget includes Team Day shirts sales and assemblies as potential new expenses, with assemblies requiring a designated chairperson. Field trip funding was expanded to cover all grade levels, and while Teacher Appreciation and Treat Cart costs were adjusted due to rising expenses, the overall budget remains similar to the previous year with most changes focused on making activities more inclusive for all students.

Community Events Planning and Volunteers

Plans for community events were discussed including Bingo Night and Movie Night, with two parents volunteering to lead them. The team is compiling volunteer information from committee chairs and will email potential volunteers to connect them with specific events, with a focus on keeping volunteer groups small for each activity. Regarding the Boosterthon, they discussed a current total of about \$5,000 towards the goal of \$35,000

Budget Update and Reserve Planning

The budget was presented, noting they were slightly over of the break-even target and discussed how event profits are allocated to team-based expenses like shirts and assemblies. The treasurer explained they currently have \$41,000 in reserves and may be able to accelerate the timeline for purchasing a new playground from 3 years to 2 years, requiring an additional \$25,000-30,000. The group approved the budget changes and discussed plans to create a transparency document for events to show where funds are directed, with the PTC offering to help find information about assembly showcases for those interested in organizing them.

Fun Run (StarQuest) Booster Thon Fundraiser

Details were outlined for this year's StarQuest Boosterthon fundraising event. The event will take place on October 17th, with a kickoff on October 3rd, and students can begin signing up and fundraising starting tomorrow. The goal is to raise \$35,000 for playground replacement, with incentives.

School Party Planning

The meeting focused on party planning and volunteer coordination for the upcoming school year. The secretary announced that she is aging out of the committee and transitioning responsibilities, with Danyelle Stark taking over preschool parties and reimbursements, while Clare Maher will handle K-5 parties. The Monster Mash was confirmed for October 24th from 6-8 PM at Glen Crest, with plans to potentially include food service requiring additional volunteers. The group discussed the need for a Movie Night Chairperson and mentioned that Meredith and another volunteer will collaborate on the Treat Cart and Teacher Appreciation Events, with the first Treat Cart scheduled after the upcoming Boosterthon.

Next steps

- Sarah Frega to finalize the budget with the approved changes.
- Danylle Stark to complete compiling volunteer forms by Monday.
- Danylle Stark and Dana Early to email committee chairs and volunteers about their assignments in the next week or two.
- Christyn Esposito and Meredith Mash to prepare for the Boosterthon Fun Run on October 17th.
- Christyn Esposito to put teacher packets in mailboxes tonight for the Boosterthon.
- Christyn Esposito and team to display Boosterthon prizes in the front cabinet in the next couple weeks.
- Clare Maher to coordinate K-5 classroom parties.
- Danylle Stark to coordinate preschool parties and handle reimbursements.
- Headroom parents to reach out to classroom volunteers about the Halloween party on October 24th.
- Danylle Stark to organize Bingo Pasta Night.
- Christyn Esposito and Danylle Stark to organize movie nights.
- Carla Schmidt and Mr. Dubinsky to organize assemblies.
- Meredith Mash and Christyn Esposito to coordinate treat cart and teacher appreciation after the Boosterthon.
- Carla Schmidt, Dana Early, and Mitch Dubinsky coordinating Team Day shirts.

Questions

The group discussed football at schools, with the sharing of past experiences trying to implement flags in football games but noting they didn't work well previously

Next PTC Meeting: November 20, 2025, at 7:00 pm in the Teacher's Lounge. Social time starts at 6:45.

Respectfully submitted,
Carla Schmidt