
BROOKS PTC: BOARD MEETING MINUTES

Thursday, April 16, 2026

12:15pm – Brooks Elementary

PTC Meeting Minutes

Date: 4/16/26

Time Called to Order: 12:29 PM

Called by: Janelle Biemel

Approval of Previous Minutes

- March meeting minutes approved (Jamie Falbo)
-

Treasurer's Report

Presented by: Janelle Biemel (on behalf of Elizabeth Munto)

Current Balances / Updates:

- Art: Deposit of \$6,150

Recent Transactions:

- PBIS (Josh & Gab): \$415 paid (3/31)
- Art (Original Works): \$61.50 deposited (3/27)
- Library (Follett): \$3,199.38 paid (3/25)
- RMU Field Trip Transportation: \$979.30 paid (4/14)
- Entourage Yearbooks: \$6,226.06 paid (4/13)
- Parent Booster USA: \$450 paid (3/16)

4th Grade Send-Off Financials:

- Collected:
 - \$124 cash
 - \$896 check
 - \$1,564 Venmo (deposited 4/14)

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- Profit: \$644
- Additional: \$800 raised via raffle baskets

Upcoming Expense:

- Fun Day (Blyzwick): Requested \$500 (5/22)
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Committee Updates

4th Grade Send-Off (Jamie Falbo)

- Planned: inflatable obstacle course, Rita's
- 6/3
- Will discuss with committee and teachers to decide if pizza replaces lunch or is after lunch

Yearbook (Melissa Wertz):

- Payment completed
- Photos needed: staff, classroom, 4th grade send-off, field days, Chalk the Walk
- Homeroom parents assisting with submissions
- Deadline: Monday after last day of school

Teacher Appreciation Week (Janelle Biemel / Bliss Clark):

- Monday: Breakfast sandwiches
- Midweek: Salad bar or taco bar
- Friday: Dream Caffeine (tp be scheduled 5/8 – note field trips that day)
- Gift baskets and donations in progress (sponsors welcome)

Dance-A-Thon (Janelle Biemel):

- Scheduled: 5/15
 - Pledge drive goal: 99 pledges
 - Announcement to occur ~2 weeks prior
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Old Business

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PSSA Support (Jamie Falbo):

- Chalk the Walk: 4/21
- ReptileMan Assembly: 4/24 (Grades 3 & 4)
- Candy and encouragement activities planned
- Popsicles for second week
- National Honor Society volunteers assisting Chalk the Walk(4/21)

Field Trips (Janelle Biemel):

- Ongoing coordination to provide payment

New Business

Fun Day (5/22):

- Budget request: \$500 (Blyzwick)
- DJ recommendations needed

WildThings Game / Singing Tigers:

- Scheduled: 5/20
- Coordinated a fundraiser with the Wild Things to benefit Veteran's Day Assembly next year

School Updates

Teacher Update (Amber Hilpert):

- 34 days remaining
- No additional updates

Principal Update (Dr. McGahee):

- Josh & Gab PBIS event was a success
- Upcoming PBIS reward: McD with McG
- PSSA testing begins next week
 - ELA: Wed–Fri
 - Math: April 29–30 (popsicles on 4/30)

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- Emphasis on positive testing environment (Chalk the Walk, pep rally)
- May events include field trips, Fun Day, Dance-A-Thon, and 4th Grade Send-Off
- Overall strong academic year and positive staff performance

PBIS Update:

- Kelsey Currie not present

Board Elections / Nominations

Members at Large (Elected):

- Bliss Clark
- Jordan Restrano
- Leslie Fink
- Elizabeth Munto

Treasurer:

- Melissa Wertz (elected)

Secretary:

- Jamie Falbo (retained)

Vice President:

- Amanda Brooks (retained)

President:

- Janelle Biemel (retained)

Final Board:

- Officers: Janelle Biemel, Amanda Brooks, Melissa Wertz, & Jamie Falbo
 - Members at Large: 4 elected members listed above
 - All ran unopposed
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Upcoming Dates

- **4/17:** School Spirit Day (Wear Red & White)
- **4/21:** Chalk the Walk (PSSAs)
- **4/22–4/24:** ELA PSSAs
- **4/22:** #TeamBrooksDay (Wear Team Brooks Shirt)
- **4/24:** ReptileMan Assembly
- **4/29–4/30:** Math PSSAs
- **4/29:** 1st Grade Field Trip
- **5/4–5/8:** Teacher Appreciation Week
- **5/8:** Kindergarten & 3rd Grade Field Trips

Adjournment

- Meeting adjourned at **12:49 PM**
 - No additional comments
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