



MINUTES

Brittonkill PTSA Meeting Minutes

September 15, 2026/ 6:30pm | Meeting called to order by President, Chelsea Stevenson

In Attendance

Chelsea Stevenson - President

Lori Lewis - Past President

Vice President - Katie Chapman

Kelsey MacNaughton - Treasurer

Shane Kelly - Secretary

Members: Julie LeGere, Rebecca Schumaker, Trew Dobert, Emily Ryan, Carla Winner, Heather TenEyck, Jamie Gallivan, Kaite Kasper, Katie Jabour, Monica Allin, Jessica Antini, Calie Hilton, Sheri Lewis, Jen Stratton, Joanne Withkowski, Laurie Hannan, Kelly Onorato

Board Report

- Roll Call/ Introductions of Board Members, Administrators and Liaisons
- Chelsea gives reminder of rules, be kind, remember about the time limit for remarks

Approval of Minutes

Review and approval of June 2026 PTSA Meeting minutes.

Treasurer's Report

The budget for July was read by Kelsey MacNaughton, PTSA Treasurer and reviewed by the board and PTSA members at this meeting.

July Starting Balance 7/1/26: \$21,610.90

Projected Income: \$1,695.45

August Starting Balance 8/1/2026: 22,366.51

Projected Income: \$507.02

Projected Expenses: \$939.84

Balance: \$22,366.51

Projected Expenses: \$0

Balance: 22,873.53

Principal's & Liaison's Report

Welcome Principal Kelly Onorato. First newsletter coming next week. Parent notices sent out regarding required announcements of safety drills. Notice has to be done within a week of the drill being held. 8 drills must be held before December 31.

A "heads up" came to the attention of Kelly regarding the front vestibule (inside) of the elementary school being used as a "swap place" for Brittonkill free swap. Potential of cluttering benches. Maybe get a bin designated to hold items. Bigger issue is people entering building for swap items. Will be addressed in an upcoming newsletter.

Thoughts on the issue:

- Could swap be limited to specific hours? People are allowed into the building currently to pick up.
- What are the things being dropped off? School does not know what items are.
- Lori – “Swaps” are monitored by Laura Perfetti.

Announcement parent square communication platform. Platform is “easy” to use. Committed to role out, looking for 1-3 parent representatives.

- Kelsey - what is the estimated time for launch. Kelly says possibly November on a small scale (not promised) with a focus certain features. Test rolling out report cards in second or third marking period.
- Lori mentions having been approached before, but was told too expensive. How is it being paid for now? Kelly - app might not be full scale, full answer unknown. Question for BoE.
- Kelsey – Will it replace the parent portal? Kelly believes the parent portal will remain. eSchool will still be used, of which is what the Parent Portal is a feature.
- Kelsey – when will the (parent) committee start? Kelly said maybe end of month (September) or early October.

Secondary Principal Paula Lanoue not in attendance, no update.

BoE Liaison, Zach Metzger not in attendance, no update

Interim Superintendent Ken Facin, not in attendance, hopes to be at next meeting. Share an anonymous school “climate survey” will be sent out soon.

Welcome Monica Allin, elementary school liaison. Shared “great start” to the new school year. Thanked the PTSA for the pre-meeting breakfast supplied to faculty and staff on September 8th.

Elementary school is starting to use the “Go Math” program. The program is more rigorous.

A bus drill was held on September 15. Emergency evacuation drill on how to exit out of the back of the bus for all students.

Secondary school liaison role needs to be filled. No update.

President's Report

Popsicles and Playgrounds was a success. September 8. 6:00-7:00.

Welcome Back Picnic is coming. September 22. The softball team will handle concessions to raise funds for training. Friends of Music wants to have karaoke.

- Kelly mentioned there is a girls soccer game at 7, players will be on the field at 6. It is senior night.
- Lori suggests date is moved.
- Side field is still off limits for sod.
- Suggestion of possibly moving inside to gym.
- Date will be reevaluated.

Meet the Teachers for elementary school will be September 24.

Picture day is September 30 for secondary and October 1 for elementary.

- Volunteers needed for elementary school pictures. Sign up sheet was passed around.

October 2 is custodian appreciation day. Ideas are in the works.

Halloween event. Movie night suggested family films like Hocus Pocus. Would have popcorn and hotdogs.

- Trunk or Treat proposed, possibly working with Fire Department to combine with theirs. Possibly on 10/23 5:30-7:30

Middle School Halloween Social mentioned.

Elementary School Holiday Shoppe planned for 12/7-12/11.

Fall Fundraiser:

- Approval for Color Run held on new track has not yet been approved by school leadership.
- Proposed moving Penny Wars to October, week of Halloween.
- Double Good Popcorn has continued approaching.
- Lori mentioned setting up account at 6 Cents bottle return. Also consider Hannaford's Clynk program.
- a "Guilt Free" fundraiser was mentioned, which would be a straight ask flyer sent out to parents. Shane mentioned flyer could be sent out twice a year and i include messages from students.
- Jen Stratton mentioned an individual who has worked with Brunswick Blitz Softball on making shirts. However an agreement/contract already exists with First Place Spirit and the PTSA can not work with any other vendors on shirts for profit. Pre-orders for new shirts will be coming soon.

CommitteesReport

Committees are available to be filled. PTSA must have an Audit and Finance Committee, and a Nominating Committee. A Google form will be made for joining committees.

- Joan Withkowski volunteered for a role with the Audit and Finance Committee
- Teacher Appreciation and Staff Appreciation are two separate committees.
- Shane Kelly said he would continue working on the Courtyard Committee. Shane gave an update on the courtyard. Flowers have been planted and vegetables are growing.

Financial Request

None

New Business

- Some disappointments mentioned on PTSA meeting being held in elementary library and not streamed online. It was mentioned this was done to attempt to increase participation and attendance.

Next Meeting

October 6: Elementary Library

Meeting was adjourned at 7:43