



BAY LAUREL PFA

PARENT FACULTY ASSOCIATION

SEPTEMBER MEETING AGENDA | TUESDAY 9/9/2025

Meeting Attendees (40 Participants)

PRINCIPAL: Kimberly Michaud	TEACHER REP: Ms. Larkin	CO-PRESIDENTS: Samantha Barnett & Wendy Russo
CO-ADMINISTRATIVE VICE PRESIDENTS: Miranda Wasmundt & Elena Moss	TREASURER: Rachel Rabizadeh	CO-SECRETARIES: Ronit Schwartz & Amy Gluckman
PRESIDENT ELECT: Jessica Orkin	CO-DIRECTORS, SOCIAL: Erica Litwin & Casey Stern	CO-DIRECTORS, COMMUNICATIONS: Dorianne Spivaek & Felicia Justman
CO-DIRECTORS, 5TH GRADE STUDENT SERVICES: Rachel Entin & Ally Scher	CO-DIRECTORS, TRAFFIC & SCHOOL SAFETY: Lauren Rank & Stephanie Mark	CO-DIRECTORS, SPECIAL PROGRAMS: Lianne Beerman & Lauren Klapova
CO-DIRECTORS, FUNDRAISING: Marina Brodetsky & Nicole Lando	CO-DIRECTORS, VOLUNTEER COORDINATION: Amanda Weiss & Melissa Orkin	CO-DIRECTORS, SCHOOL SPIRIT: Ellen Leisner & Ari Leisner
Stacey Altman	Carly Chohon	Mark Measures
Sarah Waters	Sara Fatemi	Lauran Farrell
Shabnam Shirazi	Joyce Glasberg	Alexxa Corben
Lianna Gold	Heather Frimmer	Lauren Brookman
Casey Napolitano	Lani Morales	Danielle Marco

Meeting Begins at 8:30am

- **PRESIDENT'S UPDATES ([Samantha/Wendy](#))**
 - **Welcome/Introductions**
 - **Important Dates, make note of these dates!**
 - **9/10:** Welcome Drinks at Sagebrush TK/K Parents @7:30am
 - **9/23:** No School
 - **9/29:** Bay Laurel Got Talent Informational Zoom@ 7pm
 - **9/30:** LAST DAY TO PAY AFD
 - **10/1:** Walk to School Day
 - **10/2:** No School
 - **10/3:** Youth Football Night at CHS
 - **10/6:** Bay Laurel Got Talent Registration Opens @10am
 - **10/9:** Picture Day

- **PRINCIPAL'S CORNER**
 - Ms Gillespie:
 - Bringing back self-care family event
 - Thinking about introducing a career day
 - Will calendar parent workshops for the year

- **TREASURER UPDATES ([Rachel](#))**
 - Payment Procedures/Process Reminders
 - All forms are on PFA website
 - All expense/reimbursement requests to be submitted within 14 days of event
 - Payment links to be sent to Rachel few days in advance of event
 - Note: invoice to be paid via debit card can be accommodated
 - Petty cash requests to be sent with some notice, as Rachel will need to go to bank
 - If you need links for Sept- Dec events, send ASAP
 - Monthly Financials / Where we ended last year
 - Last year's 5th grade class donated to TK/K yard upgrades

- **BOARD MEMBER 2-MINUTE UPDATES**
 - **President Elect ([Jessica](#))**
 - AFD Update
 - As of Sept 8, we were at \$183,583 (60.5% school wide participation)
 - Goal of \$273k
 - Room parents are pushing this with their classes
 - Participation incentives are being promoted
 - Will be sending emails and physical flyers
 - Fall Enrichment
 - Running Club
 - Last week was the first week, with approx. 60 runners
 - Will be introducing prizes & incentives
 - **Administrative Vice President ([Miranda](#) & [Elena](#)):**
 - Registration Day Feedback
 - Sept Proposal Voting Update

- Passed resolution & ordered new umbrellas for yard
- Proposals Process
 - If a teacher needs something significant (a big ticket item), they can fill out the proposal paperwork, and the entire board will review and vote on it. There are 3 proposal votes a year; the next one is in November.
- Shadow Box/Bulletin Board
- BLGT (Feb 2026)
 - Heather Frimmer and Elena Moss are producing it this year
 - Date: Saturday February 7th
 - Informational zoom call will be on Monday Sept 29th
 - Registration opens on October 6 and will only be open for 14 days (no exception)
 - Show is open to everybody, including TK/K
- **Secretary (Amy & Ronit):**
 - Reminder of duties/responsibilities
- **Volunteer Coordinators (Amanda & Melissa):**
 - Process for Room Parent Email
 - Sunday weekly blasts will be sent to all room parents
 - Process for Newsletter
- **Fundraising Team (Nicole & Marina):**
 - Fall Party Books
 - Need Fall Party Books (don't have any on the calendar as of now)
 - PickleBall Event: 10/18
 - Adults-only event
 - Silent auction - need auction items to be donated
 - Goal to increase ticket sales
 - Ralph Promotion
 - Apex (March 2026)
- **Fundraising Social Team (Casey & Erica):**
 - Movie Night Feedback
 - Trunk or Treat: Friday 10/24
 - Need trunks for the event
 - New chairs - Katie Krass and Rachel Wolf
 - Science Fair (April 2026)
 - Family Dance (May 2026)
- **5th Grade Student Services (Aly & Rachel):**
 - 5th Grade Events/Updates
 - October 1: Walk to school day. Proceeds will be donated to 5th grade fund
 - Nov 1: 5th Grade bingo night
- **Communications (Dorienne & Felicia):**
 - Company Sponsorship Update

- **Special Programs (Lianne & Lauren K):**
 - Red Ribbon Week (w/k of October 27th)
 - Healthy Body & Mind (lunch & morning activities; yoga; dress up days, etc)
 - Kids Holiday Gift Shop (Dec 2025)
 - Book Fair (March 2026)
- **School Spirit (Ari & Ellen):**
 - Spirit Wear 2025 Update
 - Will be 2nd pop-up event on 10/3
 - Will sell during trunk or treat event
- **Traffic & Campus Safety (Lauren R & Stephanie):**
 - Walk to School Day 10/1/25
 - Will be clear meet-up spots
 - Classroom Car Line Duty Schedule
 - Introducing some new car line incentives / prizes
 - Emergency Supplies
- **OPEN Q&A SESSION WITH ALL ATTENDEES** (time permitting)

NEXT PFA MEETING:
TUESDAY, 10/7/25 @ 8:30am MPR

Meeting Ended at 9:15am