Makefield Elementary School PTO

SECRETARY'S BOARD REPORT

1. Meeting Details

- **Date:** October 14, 2026
- **Time:** 7:00 PM to 7:33 PM
- **Location:** School Library / Google Meet

2. Attendance & Quorum Tracking

- **Executive Board Members Present:** Katie Kline, Alissa Rogachenko, Jamie Moculak, Faithann Barron, Brittany Seaman
- **Executive Board Members Absent:** Linda Plews
- **Other attendees:** 5
- **Quorum Established:** [x] Yes [ ] No (Note: Requires 4 board members present per bylaws)

3. Officer & Representative Reports

- **Treasurer's Report (Faithann Barron, Treasurer):** Financial positions presented:
  - *Beginning Balance (as of 7/1):* $21,710.74
  - *Closing Balance (as of 9/30):* $27,732.32
  - *Drama:* $11,685.01
  - *Making our real balance*: $16,047.31
  - *Outstanding:* $1,154.24
- **Principal / Teacher Representative Report (Eileen Martin, MES Principal):**
  - ALICE evacuation drills happening this week
  - Encouraging kids to wear Orange & Black on Wednesdays (finalizing Fall spiritwear soon!) to boost school spirit
  - Tomorrow is white cane day! Wear white.
- **President's Report (Alissa Rogachenko & Katie Kline, Co-Presidents):** Important upcoming events and recent items discussed:
  - PTO dues - ongoing
  - Enrichment
    - Enrichment kicked off last week, with classes on Tues, Wed, and Thurs afternoons. It is going well but we still need a volunteer for Tuesdays - the parent volunteer would arrive

when Enrichment starts, take attendance, and then ensure all children are dismissed with their parent after enrichment is over.

- Top Golf Recap
  - Another very fun night at Top Golf. We'd love to do it again next year.
- Art Kits
  - A flyer to order art kits will be in Backpack Thursday this week. This is a great fundraiser with Penelope Fox, where parents can purchase kits for students to do at home. Orders will be due Nov 10.
- Oktoberfest - 10/17
  - Oktoberfest is this Saturday from 4-6PM.
  - We still need parent volunteers!
  - 17 cars signed up for trunk or treat. 251 wristbands sold so far.
  - Shaping up to be a great day!
- Halloween Parade / Parties - 10/30
  - The Halloween parade starts at 2:15 - the children will circle the building twice. Parents can view the parade from outside.
  - Party volunteers can enter through the office after the parade. Only parents on the volunteer list will be allowed in the building after the parade.
- Square1 Art - comes home week of 11/9, orders due 12/1
  - In art class, the student are working with Mrs. Stout to draw artwork, which is then sent back to Square 1 Art. The week of 11/9, you will get an order form with their artwork on it, and you can order all kinds of items with their art on it. Orders will arrive before the holidays and are great for family gift-giving.
- Veteran's Day Breakfast - 11/10
  - Breakfast at the school on 11/10 from 8-9AM to celebrate the veterans in our community.
  - We invite Makefield families to bring veterans they know for breakfast.
  - Registration is required through SignUp Genius - look for the flyer in Backpack Thursday. Must register by Oct 22nd.

- New Business:
  - We will be planning to attend a game with the Trenton Iron Hawks,a minor league hockey team. This will be similar to what we do with Trenton Thunder. Keep an eye out for more details, likely in the Spring.

4. Next Meeting

November 18, 2026

Report Submitted By:

Jamie Moculak
MESPTO Board Secretary
October 15, 2026