

**MINUTES**  
**PS 166 PTA GENERAL MEETING**  
*JANUARY 21, 2016 AT 8:40 AM IN THE CAFETERIA*

**I. Call to Order**

The meeting was called to order at 8:40AM by Co-President Erin Volkmar. Quorum was established.

**II. Approval of Minutes**

**MOTION** to approve the minutes of the General Board Meeting held on December 17th, 2015 was made and seconded, subject to one edit (that the PS 191 persistently dangerous designation is expected to be lifted by this summer).

The minutes were unanimously approved, contingent on the correction above.

**III. Safety Presentations / Discussions**

- a. Nurse Hamilton
  - o The yard is almost ready: Kids will be reminded of safety in the yard, e.g., no tag on the elevated area
  - o Cold spots in the school - encourage kids to carry a sweater, especially in case of a winter fire drill
  - o Asthma: 70 kids with asthma in the school, but Nurse Hamilton has medication forms for less than half of them. She needs forms to administer medication, etc.
  - o If a child has a sprain or fracture and needs to use the elevator, the nurse needs a note from the doctor. City MD is fine last minute.
  - o Reminder: put your child's name on everything.
- b. General Response Protocol: see attachment for information on soft lockdown, hard lockdown, evacuation, shelter-in
  - o During a real lockdown there will be parent notification via email
  - o Some parents suggested the school should have a robo-call system or automated text blasts.
- c. Lesson Plans for Safety
  - o Assemblies held for K-2 and 3-5. Assemblies focused on seatbelts, crossing the street, fire drills, walking through the hall quietly, evacuation, quietly lining up, General Response Protocol, etc. Teachers hold follow up discussions in the classrooms.
- d. School Safety Protocols - Principal Mastriano
  - o Door alarms are on all 1st floor doors (except the front door) and are turned on and off during the day as needed for access.
  - o Security cameras are being installed. There will be 2 command posts with cameras - one in Ms. Mastriano's office, the other by the security officer at the front entrance.
  - o Fire drills: 12 per year are mandated, 8 before December end. There will be 4 more this year. There are also bus drills 3 times per year for children who take the bus, run by Ms. Asencio. There are drills in class for buses used on class trips as well.
- e. Miscellaneous
  - o The Kindergarten bathroom is now fixed
  - o Contact Deborah Markewich if you need to update your contact information. Telling your teacher is not enough. The school needs this info for emergencies.

**IV. Treasurers' Report and CAP**

- a. Annual fund: We have collected \$39,000 out of the \$105,000 annual fund goal. You may get a call soliciting donations soon.

- b. CAP: Checks are coming in. Donations are needed by February 1st. No one will lose a job yet. As of now, one teaching assistant has left for a new job, and teaching assistants will be moved away from grades with not enough funds (i.e., 4th and 5th grades).
  - o Note: Annual fund donations and auction funds do not go towards CAP. The money donated towards CAP is a restricted line item in the budget and can only go towards teaching assistants. Annual funds and auction funds are pooled and spent on all other school expenses.

**V. District 3 Rezoning: Kim Watkins, Treasurer for the CEC Zoning Committee (and 166 parent)**

- a. Zoning changes will happen for the 2017 school year, mostly in the southern part of the zone, maybe changes to 87, 9, 166 as well.
- b. The CEC is hoping the DoE will submit a new plan to them by the spring so they can vote on it in June.
- c. Some schools want to remove all zone lines within the district and move to a system of controlled choice
  - o Controlled choice: All schools would be open to all families, with quotas for english language learners (ELL), free lunch students, and IEP. Geography also weighs into preferences.
  - o Two sessions will be held to explain this option on March 1st and 15th, with time for comments. CEC will also contact preschools, since these are the parents that will be the most affected by the changes.
  - o 166 current parents would be grandfathered into the current zone. One parent asked that there also be preference given to siblings of all students in a school (G&T or out of zone included), even if D3 became a controlled choice district.

**VI. Dance-a-thon 3-5pm Sunday: John Francis**

- a. Next Sunday: Winter dance party fundraiser
- b. Dance contest, games, party motivators, concession stand
- c. \$10 kids, adults free. Siblings are welcome. Buy tickets online or at the event.
- d. Baked goods welcome for the sale.

**VII. Auction: Erin Leigh Peck, Janet Moyle and Max Alvarez**

- a. Email: [auction@ps166.org](mailto:auction@ps166.org) to help in any way
- b. Online auction starts 2/26/15, get donations in before then.
- c. Needed:
  - o A helper to put together swag bags
  - o Sound help
  - o More wine for raffles, purses, travel opportunities!
  - o A sponsor for branded mobile phone chargers (\$6/unit).

**VIII. Miscellaneous**

- a. Staff Appreciation Day February 12: Parents bring in food that is put out for teachers in the community room, kids make cards for staff.
- b. SLT/PTA: Please ask if you want to run for a spot or have any questions

**IX. Adjournment There being no further business, the meeting was adjourned at 9:45 am.**

Respectfully submitted,

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Rachel A. Polimeni, Recording Secretary