

MINUTES
PS 166 PTA GENERAL MEMBERSHIP MEETING
OCTOBER 9, 2014 AT 8:57 AM IN THE CAFETERIA

Approved by unanimous vote
at the November 6, 2014 Meeting

I. **Call to Order**

The meeting was called to order at 8:57 am.
Quorum was established.

II. **Approval of Minutes**

MOTION to approve the draft minutes of the September 16th, 2014 General Membership Meeting, was made and seconded.

By show of hands, the motion was unanimously adopted.

III. **Reports**

a) **PTA Co-Presidents**

Co-Presidents Kerri Keiger and Erin Volkmar welcomed everyone and announced that Principal Jessica Jenkins of West End Secondary School will be coming today and will address 5th grade students in the auditorium. Parents of 5th grade students are welcome to attend.

Ms. Keiger and Ms. Volkmar then led a parent discussion on WITS.

Due to a decline in breakfast and lunch participants, PS 166 has lost some funding and one member of the kitchen staff is no longer with the school.

A discussion ensued on our practices last year to maintain the minimum required threshold to retain kitchen staff, and what could be done going forward to boost participant numbers and increase kitchen staff.

b) **Principal**

Principal Mastriano made a brief appearance welcoming all and gave an update on upcoming school events, including meetings with Class Reps and middle school informational meetings.

A math workshop is planned, and the ELA coach will also be coming in to do some workshops.

c) **Parent Coordinator**

Ms. Markewich made the following announcements:

- i. School Photo Day will be held on Monday, October 20. Order forms will be backpacked today. Orders must be prepaid by check or money order or online. Volunteers are needed and should e-mail Deborah as soon as possible.
- ii. A meeting for 5th grade parents covering the middle school application process will be held in the auditorium on Friday, October 10.
- iii. There will be a math workshop in the auditorium on Thursday, October 16 for 1st and 2nd grade parents.
- iv. A Middle School Principals' Forum is scheduled for Thursday, October 16.

Responding to a question from a parent concerning classroom assistants, Ms. Markewich indicated that all classes from kindergarten to 2nd grade should have full-time classroom assistants by month-end. In the interim, classes currently without full-time assistants are getting help as required.

d) **PTA Co-Treasurers**

Referring to the charts and tables of cash inflows and outflows which were backpacked to parents in September, Co-Treasurer Julie Norwell spoke in detail about the two main buckets of donations which the PTA requests each year, and how the monies collected are spent.

- i. The Classroom Assistant Program (CAP) is the first big push for donations. In lower grades, where younger children require more attention, the "ask" is \$2,100 per child. In upper grades, the ask is \$500 per child. Donations are spent to provide assistants to the teachers in order to meet teaching demands and individual needs of children. Ms. Norwell also explained that donations made to a specific child's class benefits that child's grade alone.

- ii. The Annual Fund is the second big push for donations. Donations go into the general fund and pays for major programs such as Teachers College Reading & Writing Project and Math Coach, as well as residencies, field trips, librarian, WITS program and the teachers' discretionary fund which benefit all children in the school. The "ask" per child is \$1,000.

Ms. Norwell explained that while direct donations are the biggest source of funds, the PTA raises funds through hands-on volunteer work of parents and students throughout the entire academic year.

Examples include the upcoming "Fall Fest", "Broadway Sings" in winter and the "Auction/Gala" in spring.

The recently held concert by musician parents called "Carnival of the Animals" yielded about \$4,000. Some parents may find it preferable to write one check for their donations to both CAP and the Annual Fund Drive.

e) Fundraising

Ms. Cipriano provided some insight on a plan to raise funds by making it easier to "shop in support of PS 166" through on-line management.

Just by going to the school's website, clicking on a vendor listed, and shopping in the usual way will generate funds back to our school.

Fairway Supermarket will soon be added to the roster of companies which will "give back" to PS 166 part of the proceeds from shopping at their stores.

f) Fall Fest

Eva Landeo displayed the new "skull mask" which will be introduced this year at the Fall Fest.

The masks are 3-dimensional cardboard, and can be colored then folded to make unique masks.

Ms. Landeo also reported on the various projects for which classes would be responsible. Class reps will be relaying the requirements of each project by e-mail to the parents.

The link for parents to sign-up for volunteer shifts is now available at Signup Genius.

g) Auction

Lisa Berry, Co-Chair of the Auction, reminded all that the auction will be held on March 20, 2015.

She generally described plans for the event, including the assignment of class art projects.

IV. Committees and Events

a) Family Favorites - Potluck Dinner

Ms. Keiger spoke briefly about the Potluck Dinner event scheduled for November 20.

b) Other

Anna Cipriano asked whether there will be a school-wide directory again this year.

A discussion then ensued on the usefulness of such a directory.

Jen Hogan, former PTA Co-President, who was instrumental in making the directory a reality last year, offered some ideas to make it happen again this year.

V. Adjournment

There being no further business, the meeting was adjourned at 9:48 am.

Respectfully submitted,

Peter A. Rodrigues, Recording Secretary