

MINUTES
PS 166 PTA GENERAL MEMBERSHIP MEETING
NOVEMBER 6, 2014 AT 8:50 AM IN THE CAFETERIA

Approved by unanimous vote
at the December 11, 2014 Meeting

I. **Call to Order**

The meeting was called to order at 8:50 am.
Quorum was established.

II. **Approval of Minutes**

MOTION to approve the draft minutes of the October 9th, 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 all and started the meeting by introducing Nurse Hamilton.

1. The nurse reported that there were a lot of children at school with no medical exam forms. The forms are required for kindergarteners. Although not required for 4th graders, the nurse encouraged 4th grade parents to send in the forms. Parents were asked to report children's allergies, recent injuries, sprains, surgery, medication, etc. It is important to submit a doctor's note when children are cleared to resume activities. Doctors' notes to report absences from school due to sickness are important for middle school applications. In response to parent concerns, the nurse reported that although some soap dispensers may not be operational, soap is available in all bathrooms. A backpacked letter or a phone-call can always be used to contact her.
2. Scooters/Security – It was reported that several children's scooters were stolen. An investigation revealed that the lock on the gate between the playground and the reading garden is not in working order and needs to be fixed. Parents were therefore advised not to leave unlocked scooters overnight. Since scooters cannot be kept in the school building, they should be locked securely or removed each night.
3. Fall Fest Follow-up – Ms. Keiger and Ms. Volkmar thanked all Fall Fest volunteers for their part in making the event such a success. Organizers were encouraged to send in all receipts for reimbursement as soon as possible.

b) **Principal**

Principal Mastriano gave a brief update on school-wide academic initiatives.

The Principal also reported that the Administration is working hard to bring air-conditioning to the building, especially classrooms with a southern exposure.

The old wiring is not suitable and the entire issue is subject to Department of Education oversight.

Financing of the project was discussed and the amount which the PTA will contribute is still yet to be determined.

In the interim, parents were cautioned not to purchase room air conditioners for their children's classrooms, because overloaded electrical circuits can cause fires.

c) **Parent Coordinator**

Ms. Markewich made the following announcements:

- i. Parent Teacher conferences scheduled for next week will be different from those held in the past. Conference day will be a ½ day with school finishing at 11:40 am and it is important to pick-up children promptly at dismissal. Childcare will be provided between 11:40 am and 3:00 pm.
- ii. School will be closed on Veterans' Day
- iii. Open School Week begins on November 17.

d) PTA Co-Treasurers

Referring to a recent letter from the Co-Treasurers, Ms. Norwell explained the difference between donations to CAP and the Annual Fund.

Ms. Norwell gave an update as to the current percentage contributions to CAP by each grade and emphasized the importance of meeting grade-wide goals.

A big remittance to the DOE will soon be due, and in the event of a shortfall, the respective grades will ultimately suffer the consequences.

The Co-Treasurer then explained fundraising for the school in general.

Sources of revenue include the Annual Fund Drive, the Auction, Fall Fest, and Broadway Sings, to name the major ones.

Ms. Norwell then described the various programs on which funds are spent.

e) Fundraising

Anna Cipriano gave a brief update on current and upcoming fundraising initiatives, including online sales, Thanksgiving Pie sales and the new Fairway Market affiliate program.

Information on the Annual Fund Drive will be sent out soon.

Lisa Berry announced that Auction Planning will be kicked-off next Monday night at 7:00 pm.

There will be another planning meeting during the following week at the school.

f) CAP Update

Karyn Gooden explained how contributions from parents to this dedicated fund stay with the grade.

Ms. Gooden also described the general profile of a Classroom Assistant, including pay rates and working hours, noting that teachers have a preference for college-educated assistants.

Names of anyone interested in working as a Classroom Assistant at the school should be sent to Ms. Gooden.

IV. Committees and Events

a) Family Favorites - Potluck Dinner

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

This community-building event was formerly known as the International Dinner.

Attendees were invited to sign-up for the event and to indicate the foods that they plan to bring.

b) Community Education Council District 3 (CEC3)

Council Member and Treasurer, Barbara Denham gave an update on the workings of CEC3.

Ms. Denham also talked about two committees of CEC3 in which she is involved, namely the High School Admissions Committee and the Common Core Standards Implementation and Testing Committee.

V. Adjournment

There being no further business, the meeting was adjourned at 9:50 am.

Respectfully submitted,

Peter A. Rodrigues, Recording Secretary