

## MINUTES

### PS 166 PTA GENERAL MEETING

MAY 18TH, 2017 AT 8:30 AM IN THE CAFETERIA

#### I. Call to Order

- a. The meeting was called to order at 8:45 AM by Nina Collmer. A quorum was established.

#### II. Approval of Minutes

- a. MOTION to approve the minutes of the General Board Meeting held on April 20, 2017 was made by Nina Collmer. The minutes were unanimously approved.

#### III. Elections for PTA Executive Board

- a. The following PTA members were elected to the PTA Executive Board: Madelyn Storms and Nina Collmer (Co-Presidents); Josh Weinberger (Vice President of Fundraising); Rachel Polimeni (Vice President of Grants); Erin Peck (Vice President of Volunteers); Jill Dugan and Jennifer Jin (Co-Treasurers); Max Alvarez (Financial Secretary); and Erin Volkmer (Secretary).

#### IV. Presentation of the FY18 Proposed Budget

- a. Income
  - i. The largest part of income reflected in the budget comes from donations, but there is also income from fundraisers, affiliate marketing, and grants. However, grants are not included in the budget because they are too unpredictable.
  - ii. Because of general confusion and anxiety over how the Classroom Assistant Program is run, the PTA will now only ask parents for one donation that will go towards the Annual Fund and CAP. CAP will no longer be tracked by grade and everything will be pooled together as one community, however the requested donations amounts will be tiered by grade. CAP is now one line on the budget rather than a separate initiative. During the 2016-2017 school year, CAP and Annual Fund were separate and the PTA asked for dramatically less than in previous years. The PTA is asking for combined amount now to make fundraising for CAP less stressful. It will allow the PTA to be sure there are funds available to support the program.
- b. Expenses (highlights discussed)
  - i. Administrative Expenses
    1. Accountant's Audit, Bookkeeper to reconcile the books, Quickbooks subscription (accounts for about 3% of budget).
  - ii. Classroom Assistant Program
    1. \$25,000 per assistant. Their pay will be increased from \$15/hr to \$16/hr next year.
- c. A parent asked if there is a contingency plan if we do not raise enough money to cover every expense in the budget. There is no contingency plan but it was explained that there are places the budget would have to be tweaked. For example, spending on supplies and/or the \$2,500 budgeted for science and technology could be reallocated.
- d. If parents have questions about budget, they are encouraged to email the treasurers or come to open budget meeting June 1st.

#### V. Standing Reports and Updates

- a. Principal/Parent Coordinator

- i. **Deborah Markewich made the following announcements:**
  1. Thanked everyone for coming to Open House the previous evening (May 17th; the date mandated by DOE).
  2. There will be a science test June 5th for Grade 4.
  3. Bonjour Summer Camp is being held at the school this summer. The program should only use the kindergarten classrooms.
  4. Reminded everyone to limit technology and read to kids to enforced comprehension of text during the summer.
  5. The school is on the fourth and last segment of the RULER program.
  6. An election will be held May 23rd and the school cafeteria is a voting center so bag lunches will be distributed to students instead of hot lunch that day.
  7. The Dance Festival will take place June 15th.
- b. **Presidents' Report**
  - i. The date of the June PTA meeting date has moved to Friday, June 16th.
  - ii. Elections to SLT will happen at the June meeting. There are three open spots.
- c. **CEC3/President's Council**
  - i. Kim Watkins was re-elected, for a two year term. Four members were re-elected.
  - ii. The CEC3 is continuing the conversation about middle schools.
  - iii. Kindergarten waiting lists seem to be manageable.
  - iv. Enrollment for PS 191 and PS 452 is strong. There is a third grade G&T program being set up at PS 191. Invitations were sent to 700 families in District 3. There is no test to qualify for the program. Instead it is based on performance. The letter was sent to children who had all 3s and 4s on their report cards.
  - v. Harlem school discussions continue. CEC Meeting will be held June 7th at PS 241, which is one school that was possibly going to be merged with another Harlem school.
- d. **Committees and Events**
  - i. The WITS program has gotten much more expensive. We need to decide as a parent-body whether to continue with that program or engage a new DOE approved vendor.
  - ii. **Residencies.**
    1. Kindergarten wants something tactile (i.e., robotics). Gardening has been discussed but is not on the teachers' priority list.
    2. Fifth Grade is possibly staying with Salvatore.


## VI. New Business

- a. We are using Yubler again to order school supplies for next year. Flyers and links should be going out next week. A discussion ensued about excessive supply orders that aren't used and how to avoid ordering supplies that aren't used going forward. Conversely, there is a school-wide shortage of paper.

## VII. Adjournment

- a. There being no further business, the meeting was adjourned at 10:10 am.

Respectfully submitted,

  
Janet Moyle, Recording Secretary