

PS 516 PTA General Meeting Minutes  
September 27, 2017  
8:30am & 6:00pm

**1. Welcome and Greeting**

- a. **AM Meeting Only:** Word from Raquel Nieves (parent coordinators): Reminder about the blue cards and their importance in an emergency from Raquel Nieves. Please keep your phone number up to date. Please include 3 other people - not you the primary caretaker. Fire Drills will begin in about two weeks and will have about 5 before the end of November. Raquel will communicate every day after there is a drill.
- b. **PM Meeting Only:** \*Jeanine from Senator Hamilton's office gave away free backpacks to families that wanted them, collected names and addresses of attendees and gave a general greeting.
- c. Welcome in English from PTA Board President Deeanna Abrams
- d. Members stood up according to their child's class and greeted other parents.

**2. PTA Executive Board**

- a. Deeanna Abrams, PTA President - "My role is a connector and to facilitate meetings, connect groups committee to each other, and to ensure that we, the executive board, represents the voices of the families and parents to the administration"
  - i. Deeanna also speaks English (native), and some Mandarin and Spanish. Send her your questions in your native/preferred language and we will figure it out and get the question answered
- b. Farah Uriarte, Treasurer: She is very excited to be involved in the PTA. She saw a need and joined. "It's not just the PTA board that needs to be involved, the parents need to be involved and need to work together."
- c. Secretary, Jin Hui Chen (Joy), is very excited to be a part of the board but cannot attend morning meetings. You will see her at the evening meetings

**3. Goals of the PTA**

- a. Strengthen and build parent community
- b. Empower Parents - being a strong voice for the school. PTA can help us speak up when we see a need or have an idea to improve the school.
- c. Improve communication - to make sure that everyone has the information they need.
- d. Raise money - to support the school for programs and materials.

**4. How to get in touch with the PTA**

- a. Phone: (718) 369-8330
- b. Email: [pta@sunsetparkavenues.org](mailto:pta@sunsetparkavenues.org)

**5. Meeting Information**

- a. Once per month, in the morning and in the evenings
- b. We have a set of rules for how we talk to each other, so we can talk about difficult subjects with each other.
  - i. One person speaks at a time (translation aside)
  - ii. Be respectful (parenting and education are hard and personal, please keep this in mind)
  - iii. Stick to the agenda (but know that your questions and ideas matter and you can share them via post-its at meetings)

- iv. Leave time for questions, suggestions, concerns, and appreciations
- v. Share your thoughts on rules that will help meetings run well
  - 1. No thoughts were shared

## 6. **Treasurer's report**

- a. Farah, reported on the income of the PTA from various activities from 2016-2017 (bake sales, book fair, plant sale, etc) and expenses.
- b. We had to pay Nixon Peabody for incorporation fee. We pay for the Y 2nd grade swim program.
- c. Reserve : \$7,300
- d. Ideas for fundraising **Generated during AM Meeting**
  - i. Book fair idea: buy a book, get a book for free (to incentivize)
    - 1. Marquina volunteers to negotiate with Scholastic to get really awesome purchase incentives
    - 2. Raquel mentions that sometimes kids come with as little as 10cents to get books
  - ii. More targeted bake sales - at holidays. Not just cakes, but also toys and decorations, holiday catalogs
  - iii. Chocolate bar sales
  - iv. Plant sale should be for Mother's Day
    - 1. From a parent in spanish - There is a sense that there is a different response from different communities - for examples at the plant sale there was only one or two "spanish families" and there were many "Blanquitos" but there were lots of Spanish families when there was free food
  - v. Swap or flea market or yard sale
  - vi. We need parents to help and we need to think about fundraising strategies
  - vii. Opportunities for families to come together (that also raises money) like
    - 1. a spaghetti dinner or
    - 2. a karaoke night or
    - 3. a silent auction (with items raised from the community)
  - viii. There needs to be more advertising - a board outside for parents while waiting for the opening
  - ix. There needs to be opportunities for people outside the school to participate and give us their money
- e. Direct appeal to the school to ask families to donate money. In 2016-2017 money was spent for swimming in 2nd, a trip for every grade, after school, and supplies for recess (we need chalk, equipment)
- f. Is \$25 the right amount? Thoughts about Direct Appeal:
  - i. Sliding scale option: like three different options \$5, \$25, \$50 because every family is different and we want each family to feel invested. This is a donation and not a necessity
  - ii. A rolling donation like \$5 every month or every week, because that may be easier for some families since they are doing that with candy and things like that
  - iii. Need to emphasize why the PTA matters
  - iv. Keep a blank for the amount for the donation
  - v. Possibly ask for whatever you can give vs. specific dollar amount

- vi. Provide lists of needs along with cost of items needed for school
- 7. **President's Report**
  - a. SLT Updates
    - i. SLT election is coming up - principal, teachers, Union, and parents - it works together to set goals for the school, to resolve school-wide issues. There are at least two parent seats open. We will confirm.
    - ii. **AM Meeting** Halley Zien spoke about being on the SLT - "It's a great way to think about how you want to shape the school and to share your parents voice."
    - iii. One meeting a month on the second Tuesday of the month from 5-7pm. Kids are welcome and pizza is ordered. Share parents concerns at the meeting.
    - iv. **PM Meeting** Courtney Epton shared personal experience of the value of being on SLT
  - b. Uniform Discussion Update **PM Meeting (Shared with small group after AM Meeting due to meeting going over time.)**
    - i. Plan (Based on Chancellors Regulations)
      - 1. PTA Discusses (special meeting, only addressing uniforms, open to all families)
      - 2. School Forum (open to parents, teachers, administration & students)
      - 3. PTA Vote
      - 4. SLT Vote
- 8. **Calendar of Events**
  - a. We need lots of volunteers for committees or events will not happen. We especially need parents to take the lead. Sign up now to share how you want to help the PTA.
  - b. In addition to Events there is a need for help with Website, Media and communication, fundraising, garden, library, PTA election committee. Share your ideas.
  - c. Sign up sheets handed out
- 9. **Questions, Comments, Suggestions, Appreciations**
  - a. More Comments re: fundraising

AM meeting adjourned at 10:15am

PM meeting adjourned at 7:12pm