

PTA General Meeting Minutes

Tuesday, October 24

8:30am & 6:00pm

**Call to Order & Greeting**

**Reminder of Meeting Norms**

**Reading & Approval of Minutes**--Minutes were unanimously approved

**New Business**

- International Night Presentation by Ms. Wilmot.
  - Scheduled for January 26 in the evening
  - An opportunity to share about your culture in a classroom “home.” You would host the children in a classroom ‘home’ and greet them in your language, teach them a song or a craft that comes from your country. Kids will go from room to room with a passport and learn about all the different countries.

**Treasurer’s Report**

- Farah reviewed the PTA Monthly Income and Expense Report

<b>Income</b>	<b>Description</b>	<b>Expenses</b>	<b>Description</b>
\$557.35	Income from graduation photos	\$1150	YMCA Swimming
\$55	Donations	\$40	Backpack Loops
\$875	Parent contributions for YMCA swimming	\$40	Translation
Total income: \$1487	Total expenses: \$1280	Beg. Balance: \$7290.30	<b>New Balance: \$7497.30</b>

**Budget Review and Approval**

- The PTA budget must be approved by the general membership
- Fundraising Plan
  - Deeanna describes ideas for fundraising during community activities- apparel sales, school photos, winter carnival, sell muffins before Family Friday
  - Discussed provision that according to Chancellor’s Regulations, PTAs are not allowed to sell sugary snacks more than once a month
  - We’re hoping to do a snack sale once a week after school as a fundraiser and alternative to icees and churros
  - We will accept donations during community events not specifically tailored to fundraising
  - The Direct Appeal for funds will go out to parents soon--goal is to raise \$6,000 in donations

- Goal is to raise at least \$10,000 during the year, \$17,000 if we put in a lot of effort
- Funding Plan
  - We plan to fund \$300 per classroom for trips, activities etc. (ex. Kindergarten has requested funds for a farm trip To Staten Island)
  - Would like to send children home with books during each school break- winter, spring, summer. Would like to do a sale through Chau Luna for a bilingual book fair during P/T conferences. Where the PTA would get 20% of profits in store credit which can be used towards books
- Translation at PTA meetings
  - Deeanna was able to procure translation help from a friend for \$20 an hour (translation costs are usually more around \$80 an hour). The goal is to use volunteers as often as possible.
  - Translation Discussion during AM meeting. (Comments from parents)
    - There should be translation and the small expense is worth it
    - It is part of our mission as the PTA to improve communication with parents.
    - Could we use an app?
      - Yes, but most of them do not provide sufficient help or translation and they require a lot of work. Even language line takes a long time and just is not as effective
    - PTA and the school are working on simultaneous translation so that English, Spanish, Chinese all happen at the same time so that everyone can really participate
    - Can we appeal to Menchaca for help with translation?
      - Deeanna--I did reach out through email but did not hear back.
  - Proposal: We as the board will do our best to find free translation, but when we cannot have free translation we will have a budget of \$200 for translation. By show of hands do we agree?
    - Unanimous. Agree that this is an approved expense
- Childcare at PTA meetings
  - The PTA executive board will first work to find volunteer childcare assistance for meetings. When volunteer childcare is not available we would like to have a budget of \$300 to pay for childcare. We would use Beyond Childcare.
  - Childcare Discussion during AM meeting. (Comments from parents)
    - Parents should be able to control their children during meetings.
    - We want to make sure that every parent feels that they can attend and give the meeting their full attention. Also we want parents to feel valued.
  - Proposal: Do we approve the \$300 childcare budget?
    - Vote passed at both meetings
- Other budget questions and comments:
  - AM Meeting:
    - Participatory Budgeting
      - Cara created a budget for submission last year

- Cara: “We need to have people going to the Participatory Budgeting meetings so we can make partnerships with other schools with similar needs because we are too small a school to get anything without a shared line in the ballot.”
- We did not get anything the budgeting last year because we are so small
- Proposal: We would like to resubmit our proposal from last year and create a committee for participatory budgeting.
  - Unanimously agreed by attending parents during AM meeting, not discussed during PM meeting
- PM Meeting:
  - Would the Winter carnival be open to the larger community-
    - Deeanna, it would be up to the Winter Carnival committee who is organizing the event. It would have to be approved by Ms. Smith, and put into the permit.
  - Idea for school merchandise--planners for kids to copy homework
  - Idea for Scholastic book trust--if we qualify, kids could potentially go home with \$7 in books each, per month, if teacher meets 100% requirement for that month. Ms. Wilder will look into it.
  - Does the 516 PTA have social media accounts?
    - Deanna- we have a closed facebook group where we try to promote events.
  - Idea--send a survey asking parents what forms of social media they use and would be useful for communication.
- PTA budget approved by membership at both meetings

## **President's Report**

### **SLT Election**

- 3 SLT Nominees running unopposed
- Courtney: “I have been on the SLT and I used to be a teacher so I understand the jargon. I also attend the PTA meetings and feel like when I go to the SLT meetings I represent the views of all parents to the extent that I can.”
- Amy Miles has a kindergartener in the ICT class involved with her son looking to be more involved in the school as a whole.
- Carrie Fleming- Looking for a more specific way to be involved with the school. Appreciates the diversity and looking at how to build more of a community in the school.
- SLT nominees approved at both meetings

### **PTA Bylaws**

- Current PTA bylaws are only available in English and hard to locate. If we keep current bylaws we would have to have them professionally translated. Deeanna is going to be sending out links to proposed new bylaws in three languages available through the NYC Department of Education. They are similar to the existing just in a slightly different format and translated in three languages, instead of just English.

