



PARENT TEACHER ASSOCIATION OF PS 199, INC. EXECUTIVE BOARD MEETING AGENDA

November 8, 2017
6:15 p.m.

ATTENDANCE: SEE SIGN-IN SHEET ATTACHED TO THESE MINUTES

LOCATION: PS 199 Library

CALL TO ORDER

- After determining that a quorum of the Executive Board was present, the President, Ginger Schuster, called the meeting to order at 6:21 p.m.

PRELIMINARY MATTERS (10 mins)

- Review/approve October 2017 Executive Board Meeting Minutes (copies posted on PTA website). A motion was made by the President to approve the draft of the October 19, 2017 PTA Executive Board Meeting Minutes as posted on the website. The motion was seconded by Claudia Jannuci and, there being no objections or abstentions, the motion passed unanimously.

PRESIDENT'S REPORT (30 mins)

- PAL Introductions. An opportunity was given to the PAL members present at the meeting to introduce themselves to the rest of the Board.
- Fundraising Topics. A discussion was held regarding the Box Top program and whether the program should be modified due to the amount of resources that needed to be devoted and it yielding nominal dollars. Lara Bursor and Gayle Slonim gave a quick report on the status of fundraising efforts, including the family giving and Camp Auction
- Involvement at Upcoming Events. The President reminded the Executive Board that one of the initiatives was to increase involvement in the general PTA meetings and discussed some of the efforts being undertaken on that front, including the proper forums or events at which to approach new parents and continuing parents who aren't currently active
- Look-ahead: Topics for Upcoming General PTA Meetings. A discussion was held regarding the proposed agenda for the PTA General Membership meeting. Melissa Dye requested that she report on Broadway Night, including online sales. The President identified that the Teacher Topic would be a report by K, 1 and 2 Teachers on Foundations.
 - November 29 Meeting
 - WalkATHon Recap
 - Auction
 - Holiday Party
 - Family Giving
 - Teacher Topic (See Note Above)
 - December 15 Meeting
 - Ruler Program (1hr)
 - Science Center
 - School Quality Update
 - Events Recap

January 19 Meeting

- Community Cares
- Diversity Committee

A discussion was held about food for the PTA General Membership Meeting and the tradition of PALs providing food for PTA meetings.

TREASURER'S REPORT (15 mins)

- Review Treasurer's Report thru October 31, 2017. Dijana Jovanovic provided an overview of the Budget to Actual through October 31, 2017. She noted that there was currently \$285,924 in income and \$307,383 in expenses for a net position of \$(21,459).
- Insurance Renewal. The President informed the Executive Board that the PTA's Insurance was being renewed but it would likely be more expensive due to the amount of revenue generated by the PTA being significantly more than the last time the insurance was reviewed.

PRINCIPAL'S REPORT (20 mins)

- Principal Xerri informed the Executive Board that the school's Comprehensive Education Plan (CEP) was approved. She noted that there was one minor correction that needed to be made but that it otherwise was final. Robb Schlaff discussed how the DoE places a lot of emphasis on metrics and ways to gather that information so that it is properly applied to the school so that it might be helpful to collect data to assist in working with the DoE in future years.
- Principal Xerri noted that the goals in the CEP included: (i) the Ruler Program, (ii) improving spelling through Foundations and (iii) improving quality of student discourse, i.e. improving the level of questions posed to students and thus the students thinking, including providing evidence
- A discussion was held regarding how to ensure that parents receive information presented at the School Leadership Team meeting. The discussion evolved into a discussion regarding general communication with parents and how to ensure that the PTA is communicating with parents in the most effective way, including the use of emails, the website and Konstella.
- A question was asked about how to inform the parents about the amount of effort that goes into the curriculum and school programs, such as RULER, Foundations and other programs. A discussion ensued and several options were discussed as to how best to efficiently communicate with the general membership about these important programs.

SCHOOL LEADERSHIP TEAM REPORT (See Above)

- The SLT Report was combined with the President's report as a joint presentation between Principal Xerri and Robb Schlaff.

COMMITTEE REPORTS (10 mins)

- Jenn MacFarlane gave an update on the Annual Auction and encouraged the Executive Board to not only provide donations for auction items but to also encourage other parents to donate items for the auction. She reported that the goal was to have auction item donations finalized by the mid-Winter (February) break.

OLD BUSINESS (5 mins)

- Chromebooks Update. Imran Husain reported that the laptop computers authorized at the last Executive Board Meeting had been purchased - 96 laptops, 96 mice and 3 carts for a total cost of \$19,125.54.

NEW BUSINESS (0 mins)

- Due to time constraints, new business was deferred to the next Executive Board Meeting.

ADJOURNMENT

- There being no further business, the President made a motion to adjourn the meeting, which motion was seconded by Claudia Jannucci. There being no objections the meeting was adjourned at 7:51 p.m.

Minutes prepared by:

A handwritten signature in black ink, appearing to read "Ron E". The letters are stylized and cursive.

Ron I. Erlichman
Recording Secretary



Parent Teacher Association of PS 199

Executive Board Meeting Sign-in Sheet

Wednesday
Thursday, November 8, 2017
6:15 p.m.

Executive Board Members

Name	Title	Signature
Ginger Schuster	President	
Ed Aldridge	Co-Vice President	
Imran Husain	Co-Vice President	
Dorine Grollman	Co-Vice President	
Ron Erlichman	Recording Secretary	
Dijana Jovanovic	Treasurer	



Parent Teacher Association of PS 199
Executive Board Meeting Sign-in Sheet

~~Wednesday~~
~~Thursday~~, November 8, 2017
6:15 p.m.

Name	Title	Signature
✓ Maria Paskowitz	Asst. Treasurer	
✓ Lara Bursor	Co-Fundraising Officer	
✓ Gayle Slonim	Co-Fundraising Officer	
✓ Jenn MacFarlane	Co-Corresponding Secretary	
✓ Claudia Jannucci	Co-Corresponding Secretary	



Parent Teacher Association of PS 199

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PALS

Name	Title	Signature
Moe Bardach	Parent-at-Large	NOT PRESENT
Annette Bhatia	Parent-at-Large	NOT PRESENT
Jill Caruso	Parent-at-Large	Jill Caruso
Melissa Dye	Parent-at-Large	[Handwritten Signature]
Sebastian Lieng	Parent-at-Large	[Handwritten Signature]
Judy Slater	Parent-at-Large	[Handwritten Signature]
Kate Stephan	Parent-at-Large	[Handwritten Signature]



Parent Teacher Association of PS 199

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SLT Representatives

Name	Title	Signature
Robert Schlaff	SLT Co-Chair	<i>[Handwritten Signature]</i>
Scott Oscher	SLT Co-Chair	NOT PRESENT

Additional Attendees

Name	Title (if Applicable)	Signature
Louise Xerri	Principal	<i>[Handwritten Signature]</i>
<i>[Handwritten Name]</i>	VET Chapter Chair	<i>[Handwritten Signature]</i>