



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

January 11, 2018
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 called the meeting to order at 6:21 p.m.

PRELIMINARY MATTERS (5 mins)

- Review/Approve December 2017 Executive Board Meeting Minutes (copies sent to the Executive Board prior to the meeting by email). A motion was made by Claudia Jannucci to approve the draft of the December 7, 2017 PTA Executive Board Meeting Minutes as distributed to the Executive Board via email on January 10, 2017 by the Recording Secretary. The motion was seconded by Jenn MacFarlane, there being no objections or abstentions, the motion passed unanimously.

PRESIDENT'S REPORT (30 mins)

- Volunteers/Engagement
 - *Volunteer for Next PTA Meeting Breakfast.* The President was pleased to report that organizing breakfast for the next three meetings had been covered by PALs.
 - *Communications Volunteers.* The President informed the Executive Board that one of the immediate needs was to have additional volunteers with respect to communications, in particular the PTA website. Scott Oscher and Jenn MacFarlane indicated that they would be meeting with Rebecca Zimba to discuss the needs regarding the website and how to manage it going forward. A discussion ensued regarding how best to find someone to take on the website redevelopment and management responsibilities.
 - *Technology Volunteers.* The President indicated that there was a need for volunteers to assist Imran Husain with respect to technology issues, in particular the initiative to provide suitable video content for students to watch during indoor recess. Ron Erlichman offered to assist.
 - *Report Back re DOE Middle School Application Presentation.* The President attended the CEC3 meeting and informed the Executive Board of the decision by CEC3 and the DOE regarding modifications to the middle school application process. A discussion ensued about messaging to the general membership, which concluded in making the general membership aware of the next CEC3 meeting which would occur on January 30, 2018 at 9 a.m. for obtaining further information about the changes.
 - *Lice Check Committee.* The President indicated that a volunteer to take over the Lice Check Committee was needed and that it would be best to have that person in place by the next check in April so they could see how the process has been run in the past. Sebastian Lieng offered to see if he could assist subject to constraints during the day and Gayle Slonim offered to look into a 2nd grade parent who might be interested.

- Event Review
 - *Movie Night*. A discussion was held regarding the rescheduling of Movie Night which was canceled due to weather. The new night was February 2, 2018 and would be the same movie as previously planned – Coco.
 - *Fitness Fundraiser*. The President provided a report on the upcoming Fitness Fundraiser on January 19, 2018 from 6:30-8 p.m. She noted that the event would be sponsored by Relentless Achievers and is focused around wellness and physical activity.
 - *Parents as Partners*. The President informed the Executive Board that due to certain DOE coordinating limitations there will no longer be childcare provided at events. A discussion ensued and Ron Erlichman offered to talk to Principal Xerri about potential third party options for future events.
- Check-in Meetings with Committee Leads & Class Parents. The President reported that she was going to be meeting with Committee Leads to check-in with them and that the Class Parent coffee was well received and that she was looking into holding additional events similar to that event to increase parent engagement.
- Topics for Upcoming General PTA Meetings
 - January 19
 - Community Safety Presentation by Asst. Principal Beseda
 - Parents as Partners Preview
 - Committee Business

TREASURER'S REPORT (15 mins)

- Review Treasurer's Report through December 31, 2017. Dijana Jovanovic provided an overview of the Budget to Actual through December 31, 2017. She noted that gross revenues were at \$389,799 which is 57% of realization and up 2% from this time last year, while total expenses were down 9% to \$417,203 leaving the PTA with a net position of \$(27,404).
- Late Check Requests/Check Request Form. A discussion was held regarding issues related to late requests for reimbursements. A discussion ensued regarding establishing policy and a decision was reached to request that people submit reimbursements within 30 days along with a notice to be sent via Konstella.
- Wellness in the Schools. Dijana noted that requests continue to be received but that this line item has already hit its budget.
- Auction Committee Mailbox. Dijana reminded the Executive Board that there was a separate email for auction related matters.

SCHOOL LEADERSHIP TEAM REPORT (5 mins)

- Parents as Partners. Scott reminded the Executive Board that the Parents as Partners is coming up and provided a brief report of the status of the presentations and sign-ups as of the date of the meeting.
- Testing. Scott also noted that some of the standardized tests were coming up and that he would provide further reports on testing in the near future.

COMMITTEE REPORTS (35 mins)

- School Safety Committee (Ron Erlichman). Ron provided a brief report on the November 30, 2017 School Safety Committee Meeting. He noted the attendees – Brendan Beseda, Agent Martinez, Amanda Rabain and himself. Ron informed the Executive Board of the existence of a School Safety Plan, the types of emergency drills performed and reports on a potential issue with the PA system in two classrooms (218 and 318) as well as one classroom (216) not hearing the bell system for a drill, both of which were being investigated.
- Auction Committee (Jenn MacFarlane). Jenn provided an update on the status of the auction and the continued need for donations and volunteers if the auction was going to have any chance of achieving its target for fundraising.

- Broadway Night (Melissa Dye). Melissa gave a report on the status of the event, needs and event planning.
- Movie Night (Moe Bardach). As noted above, due to weather, the event was postponed to February 2, 2018 and the movie to be shown would still be Coco.
- Garden Committee (Rebecca Zimba /Raeka DeLong). Rebecca and Raeka made a presentation regarding proposed improvements to the school gardens in order to make them more usable and sustainable. A discussion ensued and Rebecca and Raeka agreed to pursue grants and determine timing for the Executive Board to make a decision before the year was over.

OLD BUSINESS (5 mins)

- Trash Outside of the Building Next Door to the Schoolyard. A discussion was held regarding the issue of trash on the sidewalk outside the school yard which was posing a safety issue and attracting rats. Maria Paskowitz offered to look into the issue.

NEW BUSINESS (0 mins)

- None

ADJOURNMENT

There being no further business, the President made a motion to adjourn the meeting, which motion was seconded by Sebastien Lieng. There being no objections the meeting was adjourned at 7:55 p.m. Eastern.

Minutes prepared by:

A handwritten signature in black ink, appearing to read 'Ron E'.

Ron I. Erlichman
Recording Secretary



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

Thursday, January 11, 2018
6:15 p.m.

Executive Board Officers

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	



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Executive Board Officers (Continued)



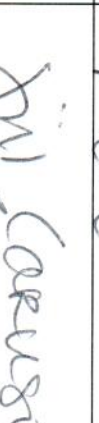




Name	Title	Signature
Maria Paskowitz	Asst. Treasurer	<i>Maria Paskowitz</i>
Lara Bursor	Co-Fundraising Officer	<i>Lara Bursor</i>
Gayle Slonim	Co-Fundraising Officer	<i>Gayle Slonim</i>
Jenn MacFarlane	Co-Corresponding Secretary	<i>Jenn MacFarlane</i>
Claudia Jannucci	Co-Corresponding Secretary	<i>Claudia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



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Parents-at-Large


Name	Title	Signature
Moe Bardach	Parent-at-Large	
Annette Bhatia	Parent-at-Large	
Jill Caruso	Parent-at-Large	
Melissa Dye	Parent-at-Large	
Sebastian Lieng	Parent-at-Large	
Judy Slater	Parent-at-Large	
Kate Stephan	Parent-at-Large	



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SLT Representatives

Name	Title	Signature
Robert Schlaff	SLT Co-Chair	NOT PRESENT
Scott Oscher	SLT Co-Chair	

Additional Attendees

Name	Title (If Applicable)	Signature
Louise Xerri	Principal	PRESENT (TIE)
Enrique Gonzalez	UFT Chapter Chair	PRESENT (TIE)



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Name	Title (if Applicable)	Signature
Raeha Delany	garden	Raeha Delany
Rebecca Zimhn	garden	Rebecca Zimhn