**PS24 PA Meeting Minutes**

**September 26, 2018**

**Meeting Called to Order: 7:15 – R. Heisler**

* **Bob Heisler and Nessa Levinson Intro**
* Intro PA Board
* Review of June meeting minutes

- Motion to Approve Meeting Minutes: Bob Heisler.

- Seconded/Approved: Eileen Bowden

* **Review of Financials**
* PA has extra money as a result of successful fundraisers. We will spend it efficiently throughout the year as detailed in the budget. Line items in the budget were discussed.
* Major Events:

- Boo Bash Oct 27

- Auction (will be a comedy night this year)

- Holiday Fair

- Book Fair

- Springfest

* Publications:

- Sounding Board

- Yearbook

* Direct Appeal
* School Enrichment and Support

- $450 for teacher reimbursement for supplies, $250 to support team, recess equipment, mini grants.

* Other spending includes: garden, field trips, laptops, A/C, generally things the school needs, but does not have money for
* New School improvements supported by the PA: Garden gate, new sign outside school, display cases, etc
* Parent Q: What is the process for sourcing vendors? Nina Amster explained that we must use DOE approved providers. PA can gift money to the school to cover the cost for things. Bob added that local vendors have been generous and are utilized whenever and wherever possible.
* Proposal for 2018-19 budget

- Motion to adopt budget: D. Weitz.

- Seconded: R. Heisler

- Unanimously approved by all in attendance.

* **Principal’s Report – S. Schwartz**
* Intro to Ms. Paredes and Ms. Amster
* Mr. Schwartz said he will deliver a Principal’s report at the PA meeting, but he will keep it short because he knows the PA has an agenda to get through. He will deliver the same info at the Coffee with the Principal sessions.
* State Test scores released – Robo call communicated this. Florence Byrne will send home info about how to access scores online for anyone who doesn’t know.
* Survey monkey purchased. Surveys will be sent out every two weeks on different school related topics.
* This Friday (9/28) is the first student council assembly for 4th and 5th graders. Election on Nov 5th.
* Ms. Maldonado is the student council facilitator. This is an extension of her role in media and conflict resolution
* The Education through Music program is continuing – includes 5th grade band and 4th grade chorus.
* G&T seats still may open up through end of Oct.
* New snack list is available for snacks and holiday/birthday celebrations. Thank you to Eileen Bowden for putting this together. A letter will go home about it.
* Coffee with the principal is scheduled for Oct 5th in the cold lunch room. Send concerns and agenda items before the meeting. Items not submitted will not be discussed.
* PAC meeting on Oct 11th at 4pm. This is an open meeting – everyone is invited.
* Datawise is a new, big initiative for the school. Offers teachers the opportunity to come together to look at overall work and improvement ideas - individually as a classroom, as a grade and/or school-wide.
* Mr. Schwartz has added planning opportunities for teachers within their grade and with the grade above and below. This was a direct request from the teachers.
* We are now a Google school – the curriculum for any class is online and available.
* **Committees**
* Bob announced all the committees, asked for participation and mentioned committee chair people will speak about individual efforts and needs.
* **SLT:** At the PA meeting, we will get a separate report from the SLT. Ms Amster did this week’s report.

- The SLT consists of 7 parents, 7 staff members, Union Members, etc – goal is to create a CEP (comprehensive education plan).

- Today’s agenda at the SLT meeting was setting goals and plans for the year. All goals are measurable and will be monitored.

- Intro of SLT parents

* **Safety:** Ms. Amster

- Full safety plan with sign off from fire and police department is in place

- Staff signed off on any new safety roles

- Safety plan addressed lock downs, fire drills, etc and everything is on website. Parent letter went home about safety initiatives.

- Kindergarten recess - Currently breaking children up in groups to explain recess process and training them to ensure safety. Ms. Amster clarified that all Kindergarten kids get recess every day. Typical staff outside is 5 adults per yard (on average 150 kids/grade). We are currently using both yards and not using K playground.

* **Book Fair**: Liliana/Pamela

- 2 book fairs planned for the year during Parent Teacher Conferences.

- Looking for volunteers

- Question from Parent: Can parents donate books? It depends on volunteer numbers. We need people to manage the donations.

* **Hospitality**: Talia/Deborah

- The hospitality committee supplies food for PA meetings, breakfast for the teachers at the beginning of the year, end of year events for teachers, Boo Bash, etc

- Looking for volunteers

* **5th Grade Graduation**: Diane Salanto

- Committee is meant to give 5th graders a very special year including graduation ceremony with awards, trips, t shirt with 5th grade photo, yearbook, etc

- Lead teacher and committee heads meet with principal

- Graduation held at RKA in June

- Committee handles special fundraisers for 5th grade

- Dues per 5th grade student are approx. $110 which covers everything

* **Grant Committee**: Lauren

- Assist PA leadership and school leadership in researching and writing proposals for things that will benefit the school. Requests are based on feedback from parents and with input from PA

* **Publications**: Eileen

- Sounding Board is the big publications – issued twice/year

- Yearbook

- Looking for parents to organize pictures, people who can write blurbs, recruit ads, collaborate with teachers, etc.

- Email address to get in touch or volunteer: [ps24soundingboard@gmail.com](mailto:ps24soundingboard@gmail.com), [ps24yearbook@gmail.com](mailto:ps24yearbook@gmail.com).

* **Parent Volunteer Program**: Florence Byrne

- PS24 parents made this happen and got this program moving

- Parent Volunteer Program has been very successful. One big rule is you cannot volunteer in your own child’s lunch. K and 1st graders will get parents in the lunchroom this year. We’ll work towards getting this done for the older grades too.

- Background checks for all volunteers. Need help from parents who can give time during the school day. There are other opportunities to do administrative tasks outside of school hours.

- Car line is going well and is helpful. Plea to follow the rules and be considerate of volunteers.

* **Special Education**: Phil

- Committee supports parents of children with IEPs and includes general discussions about Special Education. Also covers the popular Parents Helping Parents session and evaluates what resources are available through the school. Committee works with Florence Byrne

* **Gardening**: Nessa Levinson

- Need volunteers to maintain garden, remove weeds, etc

- Looking to build benches, make general improvements on an ongoing basis

* **Fundraising**: Cristin Messinger

-Two major events – Boo Bash and Springfest. We are creating two different sub-committees to support these events. Parents can volunteer for one or both.

- Boo Bash needs volunteers – lots of people needed. Not a drop off event!

-Springfest is in June – You can choose to just sign up for this one if end of year is better for you

- Other Fundraisers – Winter Fair, Movie Night, Valentine’s Day Sale, Comedy night (adults only instead of auction this year), Family Dance

- Other ways to easily donate to the school - Target credit card, Amazon smiles, box tops and TD bank all have programs linked to PS24

- Gift Wrap/Candy Sale orders due next week

* **After School**: Sharla

- Sharla described the after school program and some options

- We need parents to help teach classes

- Need volunteers – committee meets one time/month with new Y director.

- Some questions about whether or not kids get homework help when you sign up for enrichment. Sharla said you technically need to pay for the homework help separately. Parents mentioned this was not clear and Sharla said the Y would clarify. She also invited parents to come to the next committee meeting and speak to the new Y director.

* **Wellness**: Jenny Weber

- Goal is to look at kids holistically. Partnering with gardening committee. Programs could include cooking, yoga, meditation. Committee is looking at programs the school can do overall such as walking buses. PA could cover possibly cover some programs.

- Looking for volunteers who have experience in these kinds of programs

- New initiative (Dave) - Physical Education and fitness program called Champs. This is a before school program to provide physical opportunities. This is in progress with Mr. Dugan who is getting trained in this initiative. More info coming soon.

* **Other**

**-** Andre – Parent @ P24 to do a mural for the school.

**-** Dates for future meeting – third Wednesday every month. We are looking for consensus on best dates. Will send out a survey.

* **Meeting Adjourned – 8:32**