

PENDING REVIEW AND APPROVAL



133PTA  
one vision. one voice.

## November PTA GENERAL MEETING MINUTES

**Date, Time, and Location:** Wednesday, November 15, 2017, 8:30 am, Cafeteria

**Board Members Present:** Aisha Johnson (President), Jerome Tagger (Treasurer), Ann Henry (Co-VP of Development), Jen Skoda (Co-VP of Development), Kim Gleason (VP of Extended Day), Nathalie Dessyn (Assistant Treasurer)

*(At least 8 association members, including a minimum of 2 board members and 6 parent members present; a quorum was reached.)*

**CALL TO ORDER:** The meeting was called to order by the President at 8:35am

Icebreaker - what does PTA stand for, write an adjective for the P the T and the A.

**MINUTES:** Waive the reading of the October minutes. Approval of the minutes as written, There were zero (0) abstentions.

### REPORTS

**PRINCIPAL'S REPORT:** presented by Ms. Foster- Mann

- How many of you saw the digital version of the principal's message? We've been thinking about learning how to communicate on all forms - the digital version showcases that more things are happening in our school via pictures.
- One place for improvement - HFM working on the PR aspect of the principal job. How do we promote what the children are doing and the amazing leaders they are growing into? Example: children were involved in a national youth conference and it was a big deal, but we didn't communicate that it was happening.
- Social emotional learning - we get a lot of feedback around the idea of bullying. There is a specific description to what a bully is, vs. conflict, vs. being mean, they are all different classifications. What are we doing as a school? How do we address those issues in a systematic way, but we don't know if the parent body knows about it. We will be sending out a survey to get your feedback about what you are hearing your kids talk about from school - book of the month, words of the week, etc. We want to get a sense of if you are hearing about it from your kids, and take that data to inform our communication plan moving forward.
- Student led conferences are taking place today and tomorrow, please make sure you sign up, if not talk to your teacher. This is an opportunity for the children to present what they are learning in school. If you feel at the end of the 10 minutes that you need more time, schedule more time with the teacher on another day.
- World culture night - was a really nice event, shout out to Tim and his crew for a great event! Awesome experience and we hope to keep it going.

**PRESIDENT'S REPORT:** deferring to the committees

**TREASURER'S REPORT:** presented by Jerome Tagger

- Short report - Things are fine, that's the main message, and we have money in the coffers so that gives us confidence that the year will work out, but we are far from finished.
- Annual appeal - need to hit our budget with that because we are relying on those funds, fundraising committee will elaborate.
- Expenditures - Generally, on track, you see a lot of numbers around 25% that means we are at a quarter of the year. A big expenditure item is money we give to the school to spend on a number of things

committee will elaborate.

- Expenditures - Generally, on track, you see a lot of numbers around 25% that means we are at a quarter of the year. A big expenditure item is money we give to the school to spend on a number of things. Want further discussion at the next meeting,
- Kids orbit invoice is coming in at much higher than budgeted, they are using more people hours for lunch /recess than expected, \$6k higher, about 1% of our expenditures, we will vote on and approve this at the next meeting.
- We formally deferred our taxes to February to give us more time to pay. We are in the process of reviewing our payroll provider for Playlab. Assistant treasurer Natalie, thank you for all of your help. Need a new treasurer for next year; Jerome's term limit will be up.

## **COMMITTEE REPORTS:**

### ***Communications committee: presented by Max Duykers***

- Whatever piques your interest, please come and help!
- Working on the website revamp, translation tools come out and hear the communications team.  
Rebecca - has a neighbor who attends ps130, she is in charge of communications for them and she looks at our website as a model! YAY for us!

Next meeting is Friday 12/15 at 8:30am in the PTA office, anybody can come, and everybody is welcome.

### ***Extended Day committee: Kim Gleason***

We are working on improving the program in a few ways-

- staff training - we have 2 staff members with current CPR/First Aid certifications, another 2 are getting trained on Thursday, and we are working to get the rest certified. We are also working toward training on administering EpiPens.
- We have just deployed the first parent survey of the year; we are looking forward to receiving and analyzing the data so we can make improvements to our program, including adjusting classes to best serve the student community.
- We are researching new registration software to improve the registration process for both parents and program administrators.

### ***Fundraising committee: Jen Skoda - annual appeal***

Annual Appeal!

- Need all the contributions we can get! We still have a long way to go, our goal is 105k, we have about 90k left to raise in the next 6 weeks. Think about how generously you are able to give, we know not everyone can give 300 per student, but we are grateful of whatever you can give.
- We need to have these funds for various school programs such as art, theater, classroom libraries, books, teacher projects, and lunch/recess. We had no support 5 years ago, now we do! School gets budget from the DOE but it's very little, this makes a huge change in the school. You can also make monthly donations as low as \$5 a month, tax deductible.
- Some people make one time, some make recurring. Any way you can do it is incredibly helpful.
- 11/28 giving Tuesday, social media, we will be sending info on that and share our hashtag and share with family and friends.
- December we do a class competition, the goal is 100% participation so to encourage the classes we do a competition with a dance party for whoever comes closest to 100%.
- Employee match - many companies will match your donations, so please reach out to your companies to ask for matching gifts. Jerome will give you the information you need to send to them. We make a considerable amount of money on that so it is very important. The most important thing is to get the message across about how important the appeal is.
- Q? Carmen - parent testimonials, can we get and use these? Backpacks, newsletter, more PR! Helpful to know what moves the needle.
- Board members and committee chairs are all committed to 100% giving.

Q? How are we pacing YOY?

We are behind. Parents are put off by fall festival being cancelled. HFM- we are trying to come up with another date to do something, we want to make it up, and we want to do something else. The person who runs the fall festival had an emergency and we had to cancel. It all comes down to communication. We have been raffling off the baskets so we are making money from that. (Complaint that it wasn't marketed) response: it was on Facebook. Fall festival is something the PTA supports but does not run. We have to rely on each other as parents to communicate and spread the word about the positive things that go off

have been rained on the baskets so we are making money from that. (Complaint that it wasn't marketed) response: it was on Facebook. Fall festival is something the PTA supports but does not run. We have to rely on each other as parents to communicate and spread the word about the positive things that go off successfully - movie night, dine & donate, bake sales, etc. dine & donate is tomorrow, please go! Movie nights are great we need a sub chair for movie nights! And we need people to spread the word about the good things.

***Garden Committee –presented by new co-chair, Kara Zimmerman- welcome!***

- We have had some workdays that were highly successful.
- Irrigation system pending for garden, getting estimates now. 5 plots available for teacher use. Art projects making signs, labeling the trellises to get some kids art out there and to make it more inviting.

12/4 8:30 next meeting in the PTA room

***PAC- presented by Esra Dayani***

- World Theater project - 5th graders studying a Shakespeare play and get to go see a play and design their own version of a winter's tale. Already planning 4th grade new voices project. Kids will write their own plays and have professional actors come in and read those plays.
- Creative stages is another program where international folk tales are turned into plays and our 3rd graders will participate in that. 5th grade winter's tale is usually in the morning, come support the kids and be an excited audience to applaud for them!
- Broadway bound, 1/11 and 1/12, Thursday, Friday. We are trying to get some of our area businesses to buy ads in the program; we make around \$500 from that initiative. Already people have pledged to repeat business and we have new people pledging and reaching out to the rest for more. Any parent who has their own business or if you know of a local coffee shop or kids program that needs marketing, let us know. Parents get discounted rates (50%).
- Stay tuned for next PAC meeting.

***Language and Cultural Diversity, presented by Tim Wilkens, co-chair***

- World culture night, thank you to everyone for coming, supporting, dancing! If your kids came and went home without a passport, please see TIM.
- RAZ, kids a-z. Reading program that has leveled reading books in English, Spanish and French. Same titles in all 3 languages, can read in several different ways, all FREE! PS133 has worked hard to get access to this program.
- Headsprout is a phonics program, 80 episodes, which can help take your kid from a nonreader to a reader. Teachers have the information your kids need to login to this, ask your teachers for that at PT conferences. If they don't have it, remind them. Kids will love it, a great way to get them excited about reading early on.

Aisha- International book fair is starting today 11/15. Features books in English, Spanish and French, so it's running concurrently with the scholastic fair in the lobby the 15<sup>th</sup> and 16<sup>th</sup>. It's curated based on what the kids are learning in school.

**NEW BUSINESS:**

Sue Wolfe - friends of Thomas Greene playground.

- Thomas Greene park needs board members for the park, see sheet for notes.
- Tree lighting December 8th from 4-6pm
- Efforts have resulted in lots of improvements to the park and pool. Popular park drawing from all the surrounding neighborhoods, we need new ideas and enthusiasm for our park.

Tom from Foley Firs: Winter fundraiser

- Started this program roughly 2010. He was a product of the public school system and it was his way of giving back.
- Last year we wrote checks for 13000 to public schools. It's an incentive-based program, when people buy and mention ps133, each signature gets \$10 per tree per kid. If we get to 10%, he matches 50%. If we get to 20%, he matches 100% (\$500 to \$750, or 1000 to 2000). Please share on social media!
- 3 unique things - partners in a farm up in Canada, he goes up in October and picks them up starts selling on black Friday. Trees are cut at the last possible moment so they are fresh! Only tree stand who delivers and sets up for free most places in Brooklyn, outside the zone is a small

5 unique things partners in a farm up in Canada, he goes up in October and picks them up starts selling on black Friday. Trees are cut at the last possible moment so they are fresh! Only tree stand who delivers and sets up for free most places in Brooklyn, outside the zone is a small charge.

- Key to tell people, mention the name of the school so they can sign the book and make us money!  
8th Street & 8th Ave. backpack flyer coming!

#### Open Library hours

- Every Wednesday! We wanted access to the library, we have access! We pay for this, please use it! 4th graders can go on their own, younger students needs to be accompanied by an adult. Please take advantage, Mr. Ratner is in there, you can take a book out, read, etc. WOW Wednesdays as well, reading time, go check out the library.

#### PT conferences

- Happening 11/15 and 11/16. The PTA is hosting lunch for our teachers & staff, one of our parents who caters is cooking the lunch with a heavy discount. If anyone is interested in helping serve lunch, please see Aisha. We need help so we have enough food for everyone. 12-2ish if anyone is free. All kids have lunch tomorrow.

Moana is the film this Friday, 11/17.

CDC- next D13 is a town hall event with chancellor Farina at PS56, on gates & Irving in Clinton Hill.  
ASK CHRISTINA FOR DATE/TIME

Fall Festival - baskets have been raffled off, we are making money on those. Paula Osorio wins the bath gift basket!

#### Lunch committee –

- We had our first meeting. PS 133 is a nut free school, even if your child has no allergies. Lunch committee needs help so people who can come to help, please do! Will try to get someone in for training on trash/recycling/etc. We need more bodies, next meeting TBD. Please use word of mouth. Parents noticed that smaller kids are jumping up on the sinks because they can't use the sink. Stepstools are a liability and we can't get them so we have to rely on our parent volunteers & KO employees to help. Hand washing is reinforced within the classroom and we should reinforce it at home.

Meeting adjourned at 9:34 am