

6/20/2016 Peekskill CSD PTO Executive Committee

Meeting Minutes

Present: Denise Lopez, Margery Rossi, Ha Wallace, Robert Brownell, Branwen MacDonald, Isabel Pipolo, Liz Lazo, Mia Shervington, Vernita Mosley, Ro Sibrizzi, Marisa O’Leary, Dr. Fine, Jamal Lewis (*PKMS*), Jennifer Fowler (*Oakside*), Carmen Vargas (*Uriah Hill*), Jackie Liburd (*Hillcrest*), Colleen Hardiman (*Woodside*)

5/2/16 Minutes:

Minutes from the 5/2/16 meeting were approved unanimously.

President’s Report:

- Carmen Vargas is the new Uriah Hill Director, welcome back to the district
- Thank you everyone for all of your hard work, thank you committee chairs for your commitment and thank you principals for your information sharing and presence

**Feedback on this year provided by building representatives:

- PKMS- better organization which resulted in less fragmentation in information sharing, also allowed buildings to see the thread of continuity throughout the district, principals need to assist with parent recruitment/involvement- **parent outreach will be done at 8/25 Jumpstart event**
- Oakside- appreciate information sharing and continuity among buildings
- Hillcrest- appreciate communication and assistance with simplifying cultural enrichment process, would like to see general PTO meetings hosted in schools as a way to engage more parents
- Woodside- a priority is to develop deeper connection with individual schools, format of executive committee meetings works well
- Need to tap into organizations, resources & businesses within the community (i.e. Youth Bureau, NAACAP, HRHCare, La Placita, churches) to outreach to parents & be explicit about our needs
- Uriah Hill- important to provide translation services at meetings to not only allow Spanish-speaking parents to understand information, but to welcome them and assure them that their help is also needed, should consider providing refreshments & child care at meetings

Treasurer’s Report:

Please see attached reports

- \$3,400 collected at Woodside for pond study and the kindergarten field trip to the Mid-Hudson Children's Museum
- Parent contributions collected by Hillcrest for the Science Barge field trip will be given to the PTO to count & deposit
- PTO has been able to finance all financial requests
- As of July 1st our name will legally be changed to Peekskill CSD PTO, new tax exempt forms will be coming

SEPTO:

Please see attached report

- Provided 2 scholarships to graduating students
- Last meeting was a presentation on assistive technology

Building Reports:

Uriah Hill- *please see attached*

Woodside- *please see attached*, thank you PTO for work on the mural & greenhouse projects

Oakside- *please see attached*, thank you PTO for supporting reading challenges

Hillcrest- *please see attached*

PKMS- *please see attached*, 2 groups where Mr. Lewis can assist with parent outreach/engagement are the Mercy College STEP program (40 7 – 12th grade students who are either persons of color or fall within a specified level of poverty will be visiting 6 colleges), and the Boys & Girls in Technology Program with IBM (Monday- Thursday, 8:30 am – 5:00 pm in July) - parent and student commitment required for both programs

Superintendent's Report:

Please See attached report

- 24 students graduating from Summit Academy
- A puppet show produced, designed & performed by Dawn Hoagland's art classes at Woodside took place today
- Oakside's carnival, celebration of the super reader's program, also took place today, and involved a pie in the face for Dr. Fine 😊
- District conducted lead testing in all of the buildings, still waiting for final report but results came out well
- Issue of lack of air conditioning is on part of the district's Building Condition Survey

- District is bringing back the high school Washington, DC field trip- will be offered to students in the Participation in Government course

Committee Reports:

Advocacy- No report

Communications- no formal report but 1 page *What the PTO Does* & 1 page *PTO activities* sheets created to be distributed, likely that they can be mailed out with packets district sends home to all parents, marketing/promotional materials (i.e. pens, buttons, car stickers) are needed- sample logos developed by Meredith Harte were shared- no final decisions made regarding unified brand

Cultural Enrichment & Field Trips- *please see attached report*, Marisa & committee members met with principals, Dr. Fine & Mr. Callahan to evaluate the year, and follow up planning meeting has been scheduled for August 29th

Finance- *please see attached report*, need to develop a budget for 2016 – 2017, this committee needs to work more closely with the fundraising committee

Fundraising- No report

Volunteer Coordination- No report, Class Parent Program will be implemented at Woodside & Oakside

Evaluation of 2015 – 2016:

- Parent Outreach crucial- **need to front load all PTO-related activities**, explicitly outlining needs, and have at all back-to-school nights
- Committees need more members- **need to think about targeted outreach to solicit skilled individuals to assist with the work load**
- Communication issues at high school- **need to have a planning meeting with the new principal and club advisors**
- Discussion regarding splitting the Special Events and Fundraising Committees into 2 separate entities- no final decision made
- **Need to develop a process for evaluating fundraisers (i.e. is a fundraiser successful if it is run district-wide but only Woodside & Oakside parents participate?)**
- **Based on expenditures & types of requests we received, we need to develop a fundraising goal so that the fundraising committee can strategize accordingly**
- **Definition/parameters of what PTO will fund, and amount that we can fund, needs to be developed so that all schools can plan accordingly**
- **Yolanda will not continue in her role as Chair of the fundraising committee, Vernita will co-chair, Indiana (former PTO treasurer) will possibly serve as her co-chair**
- **Harlem Wizards- made approximately \$3600 from game, it was determined that we would host the event again (expand sponsorships)- by putting \$100 deposit down we**

will only have to pay the \$750 fee, will receive a free souvenir kit and priority booking for event date- suggested that we change the date to either winter or early spring

2016 – 2017 Meeting Schedule:

General Meetings:

- October 19th- PHS
- November 16th- Uriah Hill
- December 14- Woodside
- January 18th- PKMS
- February 15th- Admin Bldg
- March 15th- Oakside
- April 19th- Hillcrest
- May 17th - PHS
- June 14th- PKMS

students from other schools within district will perform at meetings, it was suggested that school tours be offered at the end of the meeting, **we also need to think about how best to include professional development presentations

Executive Committee Meetings:

- October 3th
- November 7th
- December 5th
- January 9th
- February 6th
- March 6th
- April 3rd
- May 1st
- June 5th

**will be held at 6:30 pm at the administration building

Adjournment:

Meeting Adjourned at 9:00 pm

Respectfully submitted,
Marisa O'Leary, PTO Secretary