

12/7/2015 Peekskill CSD PTO Executive Committee

Meeting Minutes

Present: Ro Sibrizzi, Denise Lopez, Margery Rossi, Ha Wallace, Robert Brownell, Vernita Mosley, Isabel Pipolo, Branwen MacDonald, Nancy Flaherty, David Fine, Marisa O'Leary

11/2/15 Minutes:

Minutes from the 11/2/15 meeting were approved unanimously.

President's Report:

- Dr. Hyacinth would like to have a high school parent club separate and distinct from PTO
- *Discussion tabled- Dr. Fine will follow up
- Would be helpful to have building representation at Executive Committee meetings- Dr. Fine will follow up, Marisa will send list of meeting dates
- Ha needs to be a signer on all currently open bank accounts

Treasurer's Report:

- \$1500 raised in ads sold for the holiday concert programs
- \$1500 (approx.) profit from Woodside book fairs
- \$2,845 parent contributions collected for Barton Orchard field trip (1st grade)
- \$898 parent contributions collected for fall walks (Dave Klotzle) at Woodside

*Ha expressed concern about fees collected for enrichment & trips since it's not regulated

*Policy is needed to determine time frame in which funds collected must be counted & deposited

SEPTO:

- Breakfast With Santa Breakfast cancelled (due to discomfort with officers not having their own liability coverage)
- Basketball Clinic- event not covered by current general liability policy- rider needed, Marisa has requested that our insurance agent give us a quote for this amount

Committees:

Advocacy: would like to have more events at budget vote, how can we do more to empower parents & families (make PTO meetings more community-minded & all for student participation), possibly create a community calendar.

Cultural Enrichment & Field Trips: discussed having an enrichment performance at a general PTO meeting as a way to draw in more parents (spring meeting will be target date), need to develop an actual CE & FT budget so that planning can take place accordingly.

Communications: Branding work- Isabel suggested advertising our school district during open house season- possibly having an appointment/face to face meeting with families with young children who have never been involved with the district- **Dr. Fine will touch base with Isabel and Branwen to establish a course of action, and he will also work with Ha to plan a meeting with realtors in order to discuss district's plans, achievements, etc.**

Volunteering: Margery proposed adding a place on emergency contact form parents must complete to opt in/out of sharing their contact information with the PTO- Dr. Fine agreed.

Superintendent's Report:

- Lock down procedures- Dr. Fine recommended having a retired police officer come to a general PTO meeting to talk about such procedures- all PTO officers agreed
- Looking forward to Mr. Charles Potter's presentation at Wednesday's general PTO meeting
- Still waiting to hear back from Jeff Stearn at PEF re: 5K profit & amounts to be awarded to PEF, SEPTO & PTO

Old Business:

- Refreshments for 12/9 general PTO meeting- Bob will donate 100 bottles of water, PTO will buy 15 pizzas

New Business:

- A parent suggested that a Saturday meeting be held specifically to outreach to/engage Spanish-speaking parents
- Monthly building/school reports- Dr. Fine will ask each principal to provide a building highlights report for general PTO meetings (in lieu of an actual presentation)
- Crystal Hernandez would like to sell district-wide performing arts t-shirts & needs PTO to serve as the fiscal agent- a line item record reflecting funds collected will be kept
- Dr. Fine will ask Crystal about arranging a student performing arts performance at the February meeting since SEPTO presentation will only take approximately 10 minutes
- Notes from Liz Lazo (reported by Denise): no volunteer requirement at high school, business office has provided a list of high school clubs, parents feel more connected

when individual meetings occur with principals, feels the high school should be kept separate from current PTO model- possibly eventually bring them into the fold

Adjournment:

Meeting adjourned at 8:40 pm. Next Executive Committee meeting is January 11, 2016.

Respectfully Submitted,

Marisa O'Leary & Ha Wallace