

September 09, 2019, PTO Executive Committee Meeting Minutes

BOE Conference Room, School Administration Bldg. 6:30 pm

Present: Randi Alberino, Marisa O’Leary, Eric Reveda, Margery Rossi, Vernita Mosley, Isabel Pipolo, Mia Shervington, Melaine Fuentes-Foster, Jen Carbaugh, Kristin Jarvis, Sandra Walton, Heather Amabile, Meghan Sheldon-Brungard, Branwen MacDonald, David Mauricio, Robin Zimmerman, Sarah Peterson, Laura Belfiore

Welcome/Introductions

Superintendent’s Report:

- Thank you to Randi for representing the PTO at the staff meeting on August 28th
- Information was given about the upcoming Capital Project Propositions vote on Oct. 7th. Dr. Mauricio encouraged people to spread the word about coming out to vote.
- Robin Zimmerman discussed the two propositions that will up for a vote
- A video will be released about why the 400 S. Division Street building is important to the district. It will house the Registration, Maintenance, Transportation, and Operations departments as well as the Parent Resource Center. Storage space will also be utilized there. This will free up space so we can” use the space for students, not storage”.
- There will a Town Hall meeting on Sept. 24th at 7 pm at PHS to discuss the Capital Project Propositions
- Laura Belfiore advised that another mailer will go out at the end of Sept. She also asked for volunteers to help get posters in Peekskill storefront windows. Information regarding the propositions is on the district website, in the Headline section.
- On the day of the vote, the PTO will be sponsoring an Ice-cream Social at the High School. Hopefully, this will facilitate more people coming out to vote. All Peekskill residents are invited.

President’s Report:

- Dr. Mauricio located a new space for the PTO at Uriah Hill. Our copy machine and paper will remain at the District building so that students can do copying for the PTO.
- Austin Goldberg, Peekskill’s new Athletic Director is happy to have the PTO sell concessions at sporting events. We will sell concessions and pride gear Homecoming (Columbus Day weekend), as well as at the Lou Panzanaro Basketball Tournament (Jan 9-11, 2020). Other events to follow.
 - **Volunteers:**
 - Back to School Nights are covered. Marisa discussed the process and Isabel will come to help set up for the first night. Jen created an instruction sheet for using Square for credit/debit card sales. A reminder was given to finish all paperwork for money by the end of the night as well as inventory for spirit gear. There will be no special orders taken on Back to School nights.
 - **Picture Days: still looking** for Oakside volunteers.
 - **Saturday Academy: still looking** for volunteers on some dates. Check the Sign-up Genius for dates.
- Walk Like MADD will be happening on Oct. 19th at FDR State Park in Yorktown. Registration starts at 9 am. If you would like to join our team, you can sign up on the PTO website.
- Trunk or Treat will be held during Saturday Academy on Oct. 26th. Marisa asked for volunteers to be on the planning committee. She will contact you for meeting time/place. PHS Safe Halloween will also be held at Sat. Academy as well.

Treasurer's Report:

- Jen asked committees to verify that their budget numbers were correct on the report.
- The budget has mostly stayed the same as last year, which barely covers our expenses. We need to sell more concessions which will require more volunteers.
- Art to Remember Fundraiser: The Art teacher at Oakside does not want to participate in the fundraiser as it takes too much time away from her curriculum. Marisa will advise status shortly.

BOE update:

- Working on Bond vote with the district.

SEPTO: Not present

PEF:

- Applications are now open for requesting grants. They have already received a few.
- Applying to banks and businesses for money
- Working on a brochure to open discussion with community

Committee Reports:

- Please fill out and post reports to the drive on a regular basis (depending on your committee meeting schedule). **Committee reports will need to be sent to all Exec. Committee members by noon on the Saturday prior to the Monday Executive committee meeting.** Discussions during Executive meetings should be limited to items requiring feedback or a vote from committee members.
- **Advocacy:** Will help with the ice-cream social. **Erik will check with Hudson Creamery regarding donating ice cream.**
- **Class Parents:** Approximately 35-40 parents signed up to be room parents. Sarah or Melaine will speak at the mic on Back to School nights regarding the program as well as make an announcement to remind teachers to mention it to parents. **A vote was held** on holding the Class Parent Kick-off at Peekskill Brewery. It will cost \$500 of the committee's budget for appetizers at the meet and greet. Peekskill Brewery will donate 1 drink ticket per person. **The vote was passed.** Concern was raised about having an "event" instead of an info session. Melaine advised that Grade Coordinators will share pertinent information with their class parents at the event. They are still in the process of finalizing the list of Grade Coordinators.
- **Communications:** Email lists have been updated, targeted by buildings. The website has been updated as well. If anyone has an issue with their email address, please check with Isabel. Some events will be shared out on Facebook; ice cream social will be added. The direct appeal letter will go out as soon as it's finished. The Life Skills class, 8-10 students, will volunteer to make copies at the end of every month for the PTO. This is a great help to the PTO.
- **Enrichment/Events:** Activities will all be held at Saturday Academy so that all students have access. A mobile STEM museum will be at the first Sat. Academy. It will have hands-on exhibits for K-6th graders. Digital Arts Academy and WCC Peekskill will provide animation, coding and digital arts classes as well. A suggestion was made to call upon honor society students to volunteer at Saturday Academy as helpers in their respective fields of study.

New Business:

- General meeting on Oct. 17: Officers and Committee Chairs will be introduced. Committee Chairs should be prepared to discuss their committee's role. Dr. Mauricio will speak as well. We will leave time at the end of the meeting to mingle with parents/teachers in attendance.
- Committee members will be stationed at the entrances to the auditorium before the meeting as opposed to congregating at the front so people feel more welcomed.
- Light refreshments will be held in the conference room afterward to welcome and encourage new attendees to become more involved throughout the year; a suggestion was made to make name tags and "ask me" buttons to encourage questions from new members.
- A reminder that there are only 3 general meetings this year: Oct 27, Feb 13, and June 11.

Parent Resource Center:

- Over 700 book bags with school supplies were given out; there are still some at the Parent Center if needed.
- The Parent Center has moved downstairs to the ground floor at Uriah Hill.
- PRC is partnering with BOCES for English language classes. 13 people have signed up so far. The classes are \$40 per school year.
- There will be a family yoga class on Oct 2nd with SEPTO; One Friday per month there is an Eat Smart NY class
- There have been 190 drop-ins for info or services so far since January.
- There will be a food/coat drive in Nov. and a toy drive in Dec. Both will be held on those respective Saturday Academy dates. The food pantry will be held at Saturday Academy as well. It will now be set up like a farmer's market.

Old Business:

- Clarification was made regarding free picture packages for volunteers. You must volunteer a full day and then you get a \$30 credit toward a package. If you choose a package with a higher cost, you will be responsible for the difference.

Adjournment: 8:35 pm

Next meeting November 4th at 6:30 pm at the Admin Building