

January 9, 2023

PTO Executive Committee Meeting Minutes

[Zoom Link](#)

7:00– 9:00 pm

I. Welcome

II. Attending: Joanne Bell, Lanice Kind, Halle Chizmadia, Meghan Sheldon-Brungard, Isabel Pipolo, Rachel Kimber, Melaine Fuentes Foster, David Mauricio, Randi Alberino

A. Welcome from President

B. Acceptance of Meeting [Minutes Nov 7, 2022 meeting](#)

III. President's Report

Through the lens of our Annual Goals:

A. Restate Annual Goals

■ Consistent programming across schools. Learnings from this fall:

1. Our schools are coming out of COVID with more school and student events. PTO has been asked to assist or sponsor on a school-request basis.
2. Woodside's first Reindeer Run could be a model to expand across other schools.

■ Increase parent and staff participation in the PTO

1. School based events have encouraged more family involvement while providing PTO exposure. – **Get a Sign-Up Genius out for sign-ups to volunteer**
2. PKMS's first Winter Wonderland Dance brings together teachers, parents, and PTO
3. Oakside principals' **request to share Direct Appeal QR codes**
4. Concessions – see below
5. Committee & volunteer participation is an ongoing need

■ Safe travel to/from school

1. Councilman Ramon - bike bus presentation, we have his interest, initial run of the idea, Safe Routes is a lot of work.

■ Improved communication reminders between school/families

1. Parent Communication Liaison- pause concept to focus on assisting school-led initiatives
2. Monthly / biweekly emails and newsletters from schools

B. Upcoming Events

■ PKMS Winter Dance, January 20

1. PTO is covering the cost of the DJ

2. How to acknowledge PTO participation - in flier materials and in all online communication. Parents are already involved. **Trunk or Treat is an example of where we did this (as sponsors). **Reindeer run did well on the PTO branding – bring a PTO table cloth (table in front of the DJ)

- Winter Sport Event Concessions: Upcoming dates are
 1. Fri January 13 (Joanne, Melaine 7-9)
 2. Tues January 17 (Halle & Rachel ? Time? 5-7, 7-9)
 3. Sat February 4 (Joanne & ? 4-8)
 4. Wed February 8 (Halle & ? Time? 5-7, 7-9)
- Book Giveaway Saturday Academy: February 11
 1. Begin to collect books in addition to those PTO has from last year
 2. Golden Bookshelf by the Rotary
 3. We should add stickers - donated by the PTO
 4. Stickermule.com in the past.
 5. Meghan has access to make a branded PTO stamp
 6. Posters along the hallway as kids collect books - Meghan and Lanice to work on posters
- February 9 General Meeting: Black History Month
 1. Celebration event during meeting? Music?

***FYI Rachel will be out of town for Saturday Academy and 2/9 General Meeting

IV. Treasurer's Report

- A. Spending & Income Walk Through
- B. Mailchimp expenses, Quickbooks
- C. Same revenue from class pictures (\$8k) yeah!
- D. Jim Whitt - no updates, \$10 revenue-ish LOL

***Quantify the volunteer lift - 1-2 Saturdays, and its fun (Trunk or Treat, Reindeer Run)

V. Superintendent's Report

- A. Louie (Lanza Foundation) - donation of LED lightning for the backdrop in the hosting space
- B. Spring Event planned with Lanza Foundation
- C. Local Fire: Student lost all his belongings - student at Hillcrest impacted
- D. Meeting in Albany:
 - One of 4 districts represented for receiving a pilot grant: use data to do math and social emotional teaching, 88% four year graduation rate. Alternate means to graduating students (skills needed)

- African American black graduation rate is 100% at 5 years, 4 years is over 90%. Black students are setting the standard at Peekskill CSD.
- Link to share our comments on what graduates need in the 21st century. Setting graduation standards and requirements going forward

- E. Dr. Ferris presented to families of Middle School
- F. RFP in Friday Letter - another pathway for students to postpone college or go for 2 year degree - can financially provide for families
- G. Torpy Field - a company donated pavers!
- H. Meeting with new NAACP officers and chairs - PCSD works with
- I. Capital Planning work - to look like suburban schools do in Westchester (lounge furniture?)

A. Committee Reports

- Advocacy
- Communications
- [Special Events/Enrichment](#)

VI. New Business

- A. Spirit Gear Reorder: a must for 2023. Logo, colors, styles, size ratios to be reviewed
 - Lanice reached out to Isabel and Jen about where to order spirit gear from. Can't find archival information on previous orders ... Isabel will share where list was saved of previous orders (what sold, what \$ was earned per size), Jen did teh actual order (knows which company). LOTS of interest in spirit gear - inventory level can get heavy: Joanne: agree fundraiser with spirit gear, launch a "shop" with a greater variety of items and at a higher dollar amount.
 - Gear: What art/Logo to use?
- B. PTO storage: plastic bins are needed for concession storage at FRC - Concessions into plastic bins. Melaine has bins, just needs to get them to the storage. 2 storage bins at UH also. Books moved from MS to UH. Bring bins over the PRC. Friday is first concession selling. Prepack concessions into available bins. Count boxes of books. Spirit gear going back to UH shelving units.
- C. Spring fundraiser TBD- Spirit Gear direct selling? Family photos?
- D. Additional fundraiser ideas: Basketball shoot-a-thon - next year activity, 1 mile fun run - done without an entry fee (not a fundraiser), Kids selling pop-up shop - Enrichment idea, learn entrepreneurship (master class, one-room at Saturday Academy to sell, brand their business)
- E. Parents who could volunteer their entrepreneur skills - donate an hour of guidance
- F. New Era Creative Space - partner with community resources

- G. Apple Pay / Tap to Pay- **update**
- H. End of year outdoor movie update - Melaine: parks and rec do this over the summer, we are required to get a license based on # students in district \$4k for annual rights. Pay fee per/movie based off the release date. Lic company needs to provide an estimate for a one-time event. Evaluate cost. Rent equipment (cost?\$)
 - PCSC Shared agreement with the City - gym use / equipment use exchange. **Dr. M will follow up**
 - **Kick-off PTO Commercial:** Introduce the PTO and videos of the events - staff volunteered to do it
- I. Book Fair, Saturday Academy May 20: Main Street Books has reached out to schedule date & plan sale - **confirm the date**

VII. Old Business

- A. Idea Generation from last meeting: jump-a-thon, PTO Banners, #hashtags; Event ideas for next year: support teachers' classroom supply needs; PTO covers student cost of PHS play tickets; area college sports team to play/practice at Torpy
- B. Parent Liaisons: lukewarm reception in November. Since then, we have had more success with direct outreach from schools
- C. Health Policy and Communication - all good

VIII. Other Updates

- A. BOE update - can't attend due to scheduling conflict
- B. PEF update - Daisy Jopling concert
- C. SEPTO update - Randi had to leave the meeting.

IX. Adjournment

Next Meetings: Executive Board – March 6, 2023

General Meeting – February 9, 2023