



THE ANDERSON SCHOOL (P.S. 334)
PTA EXECUTIVE BOARD MEETING MINUTES

November 12, 2013 – Approved Minutes

Meeting commenced 6:15

Attendees: 22 Executive Board Members

I. President's Report – Joy Heinze (Co-President) reported:

A. Minutes: The minutes from the October Executive Board meeting were passed unanimously.

B. K Reps: The new K Reps introduced themselves.

C. Bylaws: The PTA current bylaws say we have to meet on the same day every month, but that is becoming impossible. We'd like to amend it to have language that discusses meeting every month, but not requiring it to be the same day. We will bring it up for a vote at the next meeting.

D. P.S. 452 event: Suzanne Kerr (PTA Co-President) discussed that since we have done Thanksgiving events, and Computer School has done the Election Day bake sale, we are considering letting P.S. 452 have a date of their own to do an event (e.g., Halloween). We do pull together with the other schools for some events (e.g., KidCreate, KidFit). We can re-visit this at a later date.

E. 1/2 Days: We sent a notice out with the dates. There are options for Wingspan and babysitting service. 225 surveys came back. 75 families said they would use the options. There will be a sign-up. There was a question about how many children need to be watched per adult – Joy will follow up with Mr. Schleissman about that. There was a question about the middle school extra hours, and it was explained that it was not anticipated, but the DOE mandated this in order to make up the time.

F. Gift Giving: We have a policy that every employee/teacher gets a gift through the gift fund. Some classes wanted to give Ms. Hyde gifts on their own. Class Reps. should let their classes know about the policy and inform them that the PTA gave a tote bag full of books, as every teacher gets on maternity leave.

G. Graduation: The 8th grade graduation will be on June 18th. We are currently looking for a venue. The New York Historical Society is holding the rate of \$3K for auditorium, but the 8th grade will have to pay for the reception.

H. Aladdin: The Aladdin play is same day as the auction.

I. Intermurals: There will be a cut-off date, and once that date is reached, names will be chosen randomly. There was some discussion about trying to get them all to participate, such as taking turns or doing mornings, but no decision was reached.

J. Knicks Tickets: We will have more tickets this year than in the past, but we will have a cut off time so people are encouraged to act fast. The date will be determined.

K. Journal: A rep. on the Budget Committee asked the PTA to fund the class contribution for the journal, rather than ask the parents to pay. There was a motion, and this passed unanimously.

L. Auction Projects: The Budget Committee asked the PTA to fund the auction projects, rather than the class, in future years. Joli Golden (VP of Community Affairs, Auction Committee) will look into this.

M. Signage: Grade Reps. that are responsible for the hospitality for a month are responsible for the outdoor signage. Suzanne Kerr (PTA Co-President) will send instructions.

II. Treasurer's Update: Barbara Yam (Co-Treasurer) reported that there are a few missing signatures on the cash handling form, so we will gather those.

III. Budget:

A. Bridge for Afterschool: 20 families were interested. There is a \$3,500 expense. We need 12-16 kids. We need families to sign up for a commitment, which will run every Friday through June.

B. Surplus: Bojan Stepanov (Budget Co-Chair) said there have been options discussed on how to spend the surplus, but we'd like to wait for Ms. Hyde to get back from maternity leave to present them to the administration. There was discussion about the process and the options.

IV. Fundraising:

A. Inflation Eve Thanksgiving Event: Jennie Thompson (VP, Fundraising) discussed the event. We're selling tickets. We will have tickets for the inflatables and mini-golf, pop corn, glow stuff, and hand warmers. We need parent volunteers. No middle school volunteers.

B. Shopping Night: Kate Spade was approached for an auction donation, and instead proposed a shopping night. But there is no discount, so the board decided not to pursue it.

V. Community Service: Amy Davidson (VP, Fundraising) explained that the current community service requires a paper form, which can get lost and is hard to keep track of. A family friend of hers created software that can help manage this, and it can act as a clearinghouse to find community service opportunities. They are not selling the e-mail addresses - we have the privacy policy, which we can review. We'd like to try it for a few months with the 8th grade, and then roll it out to the 6th and 7th graders. It's \$50 per month, first 3 months are free for trial. We discussed the privacy policy, and would like to review before discussing at SLT and the next PTA EB meeting.

VI. Communication: Stuart Agtsteribbe (VP, Communications) asked that when the weekly reminder for News for Anderson goes out, let him know if you need to re-run an item.

VII. SLT: Mindy Wigutow (SLT Rep. to the PTA) summarized issues that the SLT has been working on:

A. SLT Bylaws: They have been comparing the SLT bylaws to the Chancellor's regulations. They are considering having students participate in the SLT.

B. Committees: The SLT has a Bylaws Committee, an Enrichment Committee to work on enrichments at all times during the school year, and a Science Fair Committee.

C. Anti-Bullying Event: Since K-2 didn't see the movie "Bully," because it was too mature, the rep. requested that an anti-bullying event targeting that age group be held.

D. No Homework Week: For the 8th grade, rather than no homework during the week of the specialized high school test, it was requested to be the week before that, since there are numerous high school tours then.

E. Epi-pen Law: The law for epi-pens has changed: A nurse can use any epi-pen on a child, as long as the child has a doctor's orders on file. The nurse trained all assistants on how to use it. Joy will verify the epi-pen is in the cafeteria.

VIII. Community Affairs: Joli Golden (VP, Community Affairs) discussed:

A. Greenflea: The current Greenflea president is retiring. P.S. 452 requested writing a letter to the DOE requesting Greenflea to get an extension for 1 year, in order to have a transition as she trained her replacement. We would like to be a signatory on the letter. Amy Davidson suggested we get a copy of the Greenflea bylaws in order to determine if we should be on it or not. Kori Stanton (PTA Co-President) is going to the next Greenflea board meeting as a non-member, and may want to run once we review the bylaws to understand the board's authority.

B. PACE: Joli is meeting with a representative from Mayor-elect DeBlasio's office to discuss issues related to Parents' Alliance for Citywide Education (PACE).

IX. New Business:

A. Yard: Suzanne Kerr announced that P.S. 452 will contribute money towards the architect fee for the yard.

Adjournment: The meeting adjourned at 8:10pm.