



## **Minutes of PTA General Meeting 2/16/2011**

Meeting was called to order at 9am

60 members in attendance

Minutes of the January meeting were submitted for approval and approved.

### **100 Days of School and K&G Valentines:**

- The 100 Days of School event was a successful and fun event for the children. Held on February 14th, it was an all day event, chaired by Margaret Kelly and staffed by a lot of parent volunteers.
- The K&G Valentines Activity was chaired by Elinor Johnston and Robin Zachary. The event was a success and every PS11 student got a hand made valentine from another student.
- Far from creating chaos, holding both events on the same day helped build cooperation and community. Volunteers from one event helped in the other event as well. The efforts of all chairs and volunteers is a part of what make our school and PTA such a great community.

### **Coin Drive:**

- The coin drive, chaired by Gigi Karabinakis and Sue Burke, raised \$4134, which is several times the amount raised last year.

### **5th Grade Play Bake Sale:**

- The event raised \$591 in baked goods. The event was chaired by Elinor Johnston. This was a great result for an event that did not require massive mobilization of volunteers or supplies. Parents were reminded that all these smaller contributions of time, effort and resources are valuable, and, when combined have a real impact on the school.

### **Gotham Comedy Club Fundraiser:**

- The event is tonight, February 16th. Through one of our parents, Molly Price, A-list comic Mario Cantone will perform at the even, along with the original slate of comics booked by Gotham Comedy Club. Comedy Central's Celebrity Roast MC, Lisa Lampineli may be there as well.
- There will be three raffles sold at the cocktail portion of the event, and will cost \$5 or 3 for \$10.
- Tickets can be purchased the day of the event.

### **Auction Report:**

- This year there will be three chairs for the Auction, Robin Zachary, Laura Josepher, and Kristin Mannoni. The responsibilities will distributed roughly as follows: Robin will handle the intake of donations, Laura will manage the online auction and Kristin will be responsible for the party and entertainment aspects of the auction.
- The Auction will be held on May 16th.
- The Auction committee has the goal of receiving at least one donation from every PS11 family.
- People interested in soliciting donations should contact PTA Second VP Robin Zachary to be invited to enter the google-docs spreadsheet of prospective donations. The spreadsheet can be edited by any party and is a means of tracking received and solicited donations, in an effort to coordinate our efforts.

- After mid-winter break, committee members will be in the cafeteria every morning to receive items.
- The committee has found one sponsor for the event. They are currently seeking additional sponsors. Maria Dratell is chairing the auction sponsorship committee and is asking parents who know of any party willing to donate \$500+ dollars to contact her. Sponsors will be listed on the auctions Bidding-for-Good web page and other printed materials.

### **Annual Fund:**

- In an effort to increase participation, an anonymous donor has offered to donate \$50 for every new donor to the Annual Fund. A minimum donation of \$5 is required for matching funds. As of February 16th, the participation in the Annual fund is at 37%. The last day for the matching funds is February 18th.

### **Principal's Report:**

- Smart boards will be installed during break. The school received a \$500K technology grant. Every classroom will have a smart board installed.
- The school will receive a video surveillance system. The administration has completed the second walkthrough prior to installation. The system will not be fully operational until the next school year.
- Mr. Fier has secured a grant of \$500K to the school for a new computer lab. The new computer lab will be on the second floor. The current computer lab will be moved to the fourth floor. The school is looking for volunteers to move computers after Family Friday.
- The chess team will hold a Chess meet in the computer lab on Saturday against a team in France via Skype.
- The Second Graders have been working on their arts-in-education dance program with the Rioult Dance Company. They will be performing at this month's Family Friday event.
- The 3rd, 4th and 5th grade predictive exams are complete and scores can be found on ARIS. This year's predictive exams show a higher amount of students performing at the extreme ends of the spectrum.
- Student portfolios will be sent out again during parent-teacher conferences. As portfolios were just sent out to parents and returned back to the school at the end of January, not all areas of the portfolios will be updated. Updates will be focused on areas of particular concern with respect to the students' progress in achieving benchmarks. March 15th and 16th are the official DOE dates for March parent teacher conferences. Parents and teachers may schedule their conferences at other times, however, if a parent wishes to schedule their conference during the official DOE timeslot, the teachers, per their contract, are obligated to accommodate them.
- State ELA exams will occur on May 5-7. State Math Exams will be administered on May 11-13.
- The school receives approximately \$300K in Title 1 funds annually. This money forms a significant part of the school's operating budget of \$5M. Title 1 status has been a requirement of several of the grants that the school has received over the past few years, including the recent \$500K technology grant. Also, many of the Non-profit Organizations that have worked with the school over the past years, including Cookshop, Julliard's community outreach and Rosie's Broadway Kids, only work with Title 1 schools. Title 1 status is based on the percentage of students in a school who qualify for free or reduced lunch. The current requirement for Title 1 status is 40%. Our school presently has 42% of the student body who qualify for free or reduced school lunch.

### **Parent Coordinator's Report:**

- March 15th is early dismissal due to afternoon parent teacher conferences.
- The annual learning environment surveys are due out by the first week of March. The survey can be completed online or on paper. We would like 100% participation. A parent added that, in past years, there has been incentives for schools to complete the form online.
- Thursday at 9:00 AM is Cookshop for Parents.

- The lunch bill format has been revised to show previous balance and includes more payment information. The best way to pay the bill is to put a check in an envelope in the child's home folder. If parents have any questions regarding their bill, they should include a note with contact information. A member of the school's administrative staff will contact parents when processing payment.
- The Garden Committee is looking for volunteers. Interested parties should contact Lauren Gill or join the Garden Group in the cafeteria each Friday after drop-off or Family Friday.
- For three years, Ellie Murphy has been in charge of laying out the school yearbook. Next year will be her last year at the school and she is looking for someone to train to eventually take over the yearbook. Those interested in volunteering for the yearbook should contact Mr. McGill. We are looking for someone with a background in graphic design and/or knowledge of In-Design and Photoshop.

### **SLT Report:**

- The most recent SLT sponsored workshop, the annual Math Mac&Cheese event, was held on January 25th and focused on math instruction. There were multiple, simultaneous presentations for parents to choose from. One presentation provided information as to the math curriculum of the younger grades and the other targeted test prep for the older grades. Feedback was largely positive except several parents felt that the space used for the older grade presentation was too cramped.
- The next event will be the Girl's Fact Night. It will be open to 3rd thru 5th grade girls and their parents. The SLT is working with Guidance Councilor, Christine Leonhardt, to devise the program. Parents will have an opportunity to preview the program content prior to the event.
- As part of the effort to improve communication at the school, the SLT will be working on creating a new website. They will also be creating "A Year in the Life" program to inform incoming parents on what to expect during the first year at the school. The SLT is looking for volunteers to work on master web coding for the new web page.

### **Architecture and Engineering Design Education Program:**

- Rick Zurita presented plans for an Architecture and Engineering Education Program at the School. This program will be in conjunction with the Center for Architecture Foundation and the Center for Arts Education. The plan will include four workshops. The program will be organized by Rick Zurita and Karen McKinnon.
- The first workshop, Architecture + Arroz con Pollo, will be held on March 31 at 6PM and based on the same model as the SLT sponsored workshops. The event will be open to all. The presentation part of the evening will involve 3 short lectures, on Architectural History, Building Structures and 3D computer aided design. Rick Zurita, a registered Architect, will be presenting a brief overview of the History of Architecture, Vicki Arbitrio, a professional Engineer, will be presenting on Structures. The third presenter for computer aided design portion of the program is still to be determined. The presenter should be an architect or design professional with experience in 3D computer aided design. There will be a portion of the evening where families work to create their own architectural models using chipboard and bass wood. Volunteers with some knowledge of model making will be required for this portion of the evening as well.
- Attendance at the first workshop will be a requirement to attend all subsequent workshops.
- Additional workshops will include a Chelsea Sketching Tour (Saturday, April 2nd), MOMA Field Trip (Friday, April 8th) and "Building our Chelsea Neighborhood" (Saturday, April 9).

### **Treasurer's Report:**

- The net amount raised this year is approximately \$89K. \$66K of that total has been raised from the Annual Fund.
- The PTA has currently paid for approximately \$160K of its program expenses.
- Current cash available is approximately \$44K.
- Last year, the expenditure for the party portion of the auction was budgeted at \$3500. Out of this figure, the committee spent a little over \$3000 of PTA general funds. Neither of these figures accurately describes the true

cost of the event, as much of the food and all of the beverages were donated by parents. The Auction committee estimates that the value of the items donated was slightly over \$7,000 dollars. In addition to this, most of the office supplies required for the event were also donated. In an effort to provide more transparent, accurate accounting of projected fund raising revenues and expenditures, the Executive Board is recommending an increase in the auction expenses line item to \$12,000, as the PTA will have to purchase any of food items that it does not receive in donations. A motion was made to increase in the auction budget to \$12K. The motion was seconded, voted on and unanimously approved by the membership.

- The chess team raised \$1200-1300 at the tournament held at the school recently. The families raised this money for the chess team's use. They are asking that this money be allocated to the chess team's line item. This would increase the chess club's budget by \$1200 for this year only. A motion to increase this year's chess line item was made, seconded, and was unanimously approved by the membership.
- An anonymous donor has offered to donate \$3500 in equipment needed to launch a Lego Robotics program at PS11. In order to receive this donation and channel the money to the Lego Robotics program, the PTA must include the funds as a line item in the budget. A motion was made to allocate \$3500 to the Lego Robotics program. The motion was seconded, voted on and unanimously approved by the membership.

Meeting was adjourned at 10:15 AM.

Minutes taken by Amy Kirk.