



Minutes of PTA General Meeting 4/13/2011

- Meeting was called to order at 9am
- 53 members in attendance
- Minutes of the March meeting were submitted for approval and approved.

SLT Report:

- Girl's Fact Night was held on March 29th. Initial feedback from the event was positive.
- The Architecture & Arroz con Pollo event was an event held on March 31st. The event the kick-off of a series of four workshops to introduce students to the world of architecture and design. The event was a fun and engaging event for students who constructed architectural models of local buildings reusing discarded packaging materials after listening to a short presentation given by design professionals, architects Ricardo Zurita and Juan Matiz as well as structural engineer, Vicki Arbitrio. The event was actually initiated and chaired by Karen McKinnon. Food was prepared by the Café con Leche Club.
 - The next event is Poetry Night, which will be held on May 26th.
 - The SLT is continuing work on the new website.
 - This year's spring incoming families' event, known as the annual "Ice Cream Social" will include a formal presentation to give parents information about what to expect during the first weeks of school.

Auction

- The auction will take place on Monday, May 16th at 6:00 in the evening, at Chelsea Pier's Sunset Terrace.
- The auction committee is currently seeking donations. The goal is to receive at least one donation by means of each of the approximately 500 families at the school. Currently, they have received 200 donations, a significant shortfall of the goal of 500 items. Members are asked to make and/or solicit donations, and encourage their fellow parents to do so as well. As a way to encourage local merchants to donate to the auction, the PTA can accommodate requests with respect to how the donated item is presented, including the placement of the item alongside business cards or other promotional materials. Any accommodation with respect to displays will be based on feasibility and be at the discretion of the Auction Committee. Vendors will be responsible for providing all art work. Representatives will be at drop-off every day to collect donations.
 - Ticket sales will officially begin on April 27th. Auction Committee members are also pre-selling tickets at the General Meeting. The cost of the tickets is \$75 when purchased in person at drop-off via cash and check, or \$78 when purchased online. www.nycharities.org/events/EventLevels.aspx?ETID=3520. Tickets for teachers and their guests will cost \$25. There will be a list at the auction table of teachers and staff who would like to attend. Parents were asked to remember specials teachers, therapists, and support staff as well as their child's classroom teacher.

- There will be one raffle drawing at the auction. Raffle tickets will be available for sale as well starting on April 27. First prize will be an iPad2. Second prize will be an \$100 gift certificate to BR Guest Restaurants. Third prize will be an assortment of PS11 logo merchandise. Members have the opportunity to sell 20 raffle tickets in return for a ticket to the auction. Books of raffle tickets can be picked up from Auction representatives at drop-off.

- All 200 auction items can be previewed online. Members were asked to spread the word in order to create "buzz" about the event.

- Volunteers are needed for the day of the auction, including at least 2 people with cars. One car will be needed during the day to ferry donation items from storage to Chelsea Piers. Another car would be needed in the afternoon, starting at around 4PM, to bring the food from the various restaurants who are donating catering services. In general, volunteers will be needed all day on the 16th, before, during and after the event. Volunteers who are working at the event must purchase tickets.

- The Auction is still in need of beverage donations, particularly wine.

Nomination Committee Report:

- The members of the committee are: Aron Miodowik (chair), Alessandra Reiss and Tori Lyons.
- Nominations for next year's executive board are due by the next general meeting, at which time the nominations will be closed. It is possible to nominate oneself. Most positions can be filled by more than one person. A email will go out soliciting nominations and outlining all offices and responsibilities.
- All positions are up for nomination.
- PTA elections will be held at the June General Meeting. Executive Board turn-over meetings will occur in June.
- The nomination committee wanted to remind members that being on the executive board, though a time commitment, is an interesting and rewarding experience.

Spring Crafts Fair:

- Due to scheduling difficulties with Etsy, there will not be a Crafts Fair this Spring. Etsy is very interested in working with the PTA again and is looking towards scheduling a Crafts Fair in the Fall.

Treasurer's Report:

- Keith provided an overview of the budget (attached). Summary sheet provides information as to this years projections as compared to actual expenditures and income. Currently, our total funds raised is approximately \$128K, which is about \$99K below the fundraising goal for the year. The projections for this years auction are about \$100K, so it is possible that the PTA will reach its 2010-11 goal.
- Projected fundraising for the auction is set at \$72K for the live/silent auction and \$25K for the online auction.
- Our program spending is slightly lower than projected and current cash available is approximately \$63K. Surplus at the end of the year will be carried over to next year, where the money will be needed to mitigate the effects of budget cuts.
- Participation in the annual fund is just over 60%.

Chess Team:

- The PTA unanimously agreed to allocate funds, raised by the Chess Team at a recent meet, toward the Chess budget line item.

Principal's Report:

- Only 53% of parents returned the DOE survey. Friday is the last day.
- Friday is the second grade play. There will be 2 shows. One at 10:30 and the other at 1:30.
- The school is awaiting news about budget cuts. The school is going ahead with teacher interviews starting on Wednesday after Spring Break, as several teachers are moving away from the area. The DOE has instituted a hiring freeze. As a result, the school is only able to bring in teachers already employed by the DOE.
- Drop off policy will be stricter during testing. Building will be shut down from 9AM-11AM.
- May and June is the busiest time of the school year as teachers are planning the next school year. Typically, in June, teachers spend 3 full days doing initial preparations for the coming year. At this time, decisions as to class assignments will be made, and many students will be able to meet their new teacher.

Lice Check:

- In recent years, lice has been a problem for students returning from spring break. A motion was made and seconded to allocate \$800 for Lice Check. The membership unanimously voted to approve the expenditure.

Parent Coordinator Report:

- Parents are encouraged to fill out the survey. An email will go out today to remind parents and to provide information on how to obtain lost access codes in order to complete the survey online.
- Deadlines for submitting advertisements to the yearbook is May 16th. This year classes and parents will have the option of purchasing 1/2 page, 1/4 page and business card size ads. Businesses will still be able to purchase full size ads. The reason for the change is that the size of the school is expanding in such a way that the yearbook will not be able to accommodate full size ads from all interested classes and parents without increasing printing costs. Ads should be camera ready and submitted on disc with payment. Also, the yearbook committee is requesting that students, parents and teachers submit photos to the yearbook. All photos must be submitted by email. No discs will be accepted for photo submissions. Submissions should be limited to no more than 5 photos per event. Contact Elly Murphy or Stephen McGill.
- Parents were warned that classes will be having substitute teachers during testing week and during planning week.

Scholastic Book Fair:

- A motion was made to sponsor a Scholastic Bookfair. At the bookfair, Scholastic will bring in all the materials necessary for the sale, including books and educational toys for sale as well as bookshelves and merchandise scanners. The company will also provide instruction to volunteers on how to use the scanners. The motion was seconded and unanimously approved by the membership. The event will be chaired by Kathryn Crosby.
- The event will be held in the lobby outside the Auditorium on the 25th, 26th and 27th of May, and will be coordinated with Poetry night on the evening of May 26th and Family Friday on May 27th.
- The PTA is seeking volunteers to work at the fair.

School-IT:

- A start-up company is setting up a group coupon program, similar to Groupon. In this program, the company would solicit businesses to offer coupons online. These coupons would be purchased, by parents and friends of the school, in order to receive goods and services at a deep discount. After the coupon company's fees are deducted, the vendor and the school would split the proceeds from the sale. The program would not cost anything to the PTA, and be a good source of passive income. However, School-IT is requesting that the PTA send a one-time email invitation to sign up for this service. In return, the company will be offering the school 100% of all proceeds for the first two months.
- For disclosure purposes, members were informed that company's founders are parents at the school.
- A motion was made and seconded to send one email invitation to the program. The motion was unanimously approved by the general membership.

Soho Film Festival:

- The school will get \$5 for every ticket stub that is brought in from the Soho film festival.

Garden Committee:

- The garden will receive a grant of 1500 dollars from the School Garden Initiative and GrowNYC.
- The PS11 community has been invited to a "Love Your Block" event by the 300 W. 19th Block Association, who received a grant from the Citizen's Committee. They will be planting flowers and other plants in the tree pits on the street outside the school.
- The school garden has work days every Friday after drop-off.
- The garden will be donating potted herbs from the garden to the auction.
- The PS11 garden has been recognized by Borough President Scott Stringer, who came and issued the school a grant last month.

Meeting was adjourned at 10:15AM.

Minutes taken by Amy Kirk.