

PS58 PTA
Executive Board Meeting: 12 September 2018
Meeting Minutes

- 6/20/18 meeting minutes reviewed and approved
- Budget review
 - Draft budget unchanged since 6/20/18 meeting
 - Question about Auction target -- potentially too low? Target affirmed -- lower in order not to be too aggressive
 - Minimal financial activity over the summer to be reflected in the budget draft presented at the next general meeting
- VP Operations
 - Board should begin using PTA email accounts exclusively this week
 - Intention to introduce efficiencies into how PTA functions, enriching community engagement, improving processes, further activating Class Parents, etc.
 - Interest in integrating legacy PS58 Google Group, which is not under auspices of school, into Konstella through Social Groups.
 - Suggestion to sustain institutional memory by improving Google Drive repository of documents, reviving handbooks for each position, etc.
- VP Community Events
 - First event is Costume Carnival on 10/26. Initial committee formed and begun planning -- good on this front. Cost for DJ and Emcee to be \$350 -- question about last year's budget, will check with Grant. Suggestion to use Square reader to sell tickets this year to avoid the risk of handling so much cash. Suggestion to repeat practice of staggering pizza order to ensure freshness and gauging food order based on weather. Committee ambivalent about repeating pumpkin smashing. Potential concern about utilization of courtyard if construction on boiler project begins before event.
 - Idea for new event -- Parent's Night Out social event for entire school sponsored by PTA as pure social event, no fundraising.
 - Idea for new event -- Potluck Dinner for each class organized by Class Parents at beginning of year to introduce parents to others in their kids' classes and/or similar, less formal events throughout the year.
- Fundraising
 - Summary of 2017-18 fundraising and programming survey.
 - New ideas for Direct Appeal -- suggestion for in-person event earlier in the year, instead of communication later in the year. Enthusiasm to capture energy at beginning of year as well as engage community personally. Suggestion to use live event not only as introduction to programming and fundraising, but also as community-building.
- Secretary Correspondence
 - Suggestion to survey community on Konstella after first year of use. Informal feedback from teachers and parents generally very positive.
 - Suggestion to push for exclusive use of Konstella this year -- after soft launch last year. Intention to send backpack mail soon to (re)introduce community to Konstella and encourage everyone to use the platform.
 - Surprise there was no mention on Konstella in teachers' initial letters. Suggestion to include this next year.

- Request for Board and committee members to visit PTA pages on PS58 website and suggest improvements to format and content -- with a focus on updating and simplifying.
 - Suggestion for creation of new blog to centralize and make more accessible new content -- potentially published on website and pushed through Konstella. Suggestion to take topic offline in sub-committee of interested Board members.
- Committee: Volunteer
 - Identification of need to provide additional training for Class Parents to facilitate their work and ensure consistency across classes.
- Committee: Arts & Culture
 - Intention to continue International Food Festival and Talent Show
 - Potential interest in adding new events, such as Talent Exchange and Karaoke Night
- New Business: Community Outreach Subcommittee
 - New idea to organize efforts to share the wealth of our community and give back to our neighborhood and beyond
 - Interest in two-pronged approach: (i) Opportunities for families to serve in community and teach kids the value of selflessness, (ii) Fundraising for relevant things that are happening
 - Potential to involve teachers into the subcommittee and integrate with teacher interests
- Afterschool Report
 - Launched Aftercare last week and currently have 339 kids enrolled. Changing this year to (i) adjust participation three times per year (at Enrichment program inflection points), instead of monthly and (ii) shift 10-packs to drop-in as needed
 - Enrichment starts today, running 87 classes. Tuition income ~\$350k -- ~\$10k more than last year. 914 students served (including overlaps) vs. 735 last year.
 - Intention to break-even again this year.
 - Question about how to share information about outside vendors -- suggestion to use Google Group or outside vendors section on website. Potential fundraiser by charging outside vendors to charge for advertising to community. Done successfully by PS29.
- Committee: Mini-grants
 - Letter to be sent to all teachers by the end of this week to make them aware of opportunity.
 - Question about whether existing teachers who change grades receive the higher amount that new teachers receive.
- New Business: Clean Team
 - Proposal to steam clean rugs has been approved and will be done during first available long weekend.
- Committee: Enrichment
 - \$9k request for ICP funding increase received this week for K music, 5th service learning project and expansion of chess to 4th. Concern expressed about additional spending in a year when we have a negative projected budget. Motion to approve, unanimously approved.
- New Business: Supply Closet
 - Ongoing effort to supply teachers with supplies -- informing teachers, taking orders, buying supplies with PTA budget, and fulfilling orders. System is used by some, but not by others. Need to improve, but question of how.
 - One idea is to stock shelves, another is to distribute budget across teachers.