



**PARENT TEACHER ASSOCIATION OF PS 199, INC**  
**Executive Board PTA Meeting**  
**November 8, 2024, 9:00am**

**Executive Board Attendees:** Lauren Fiore, Sviatlana, Asel Mukhamejarova, Lauren Weigel, Gaia Marchetti, Iris Fitzgerald, Emily Forrest Skurnik, Noah Strote, Stephanie Strote, Stefanie Krzyzaik, Courtney Grant, Raphael Miranda, Sarah Najarian, Irene Ou, Robyn Kron, Shari Forrest, Lois, Sweta Merchant, Liz Oved, Kate Overby

**Administration:** Louise Xerri, Sara Lise Raff

Zoom Attendee Count: ~22

**Welcome and Call to Order:** PTA Co-President Sviatlana Fadzeeva called the meeting to order at 9:00am.

**Minutes** - Sviatlana announced a motion to approve the prior meeting minutes. Liz and Asel approve and second, with no objections.

**Agenda Item**

- Welcome. Shout Outs - Fall festival leaders and all volunteers; Alfred, Lauren and treasurers ( Liz, Irene Asel) - for expediting the payment options due to the Venmo suspension; Sherri and Alfred for the successful Garden event.
- Welcome new PALS.
- Minutes approval from EB meeting 10/11/2024. Next PTA meeting 11/15/2024 - 9am Cafeteria/ Hybrid.
- Finance Update- Cash Policies and Procedures
- Administration update.
- Teachers update.
- Fundraising update:
  - Fall Festival results. Fundraising report to be submitted.
  - b. Upcoming Fundraising events - 11/05 Bake Sale, 11/24 5K Run, 12/05 Wine Tasting.
- New Business - Cash policies for all the events in PS 199. EB members to read and ask any questions about the procedures. Treasures to explain the policy.
- Committee handbook - discussion with EB members about Committees organization - do we make sure every leader of the committee knows how to host an event or do we assign roles for the support ( permit filing, communication submission, deadline tracking, flier and ads production).
- Q&A, Any other business.

**Principal Xerri's update**

- October was a very busy month. Halloween Parade was the highlight. Great neighborhood tradition.
- Safety:
  - 2 neighborhood shootings in UWS yesterday. 1 shooting in local MacDonald's on Halloween. We have a Shelter-In protocol: no one is allowed to leave building, and kids are kept inside, but classroom doors remain open. Not a streamlined way to get ShelterIn direction from DOE. Local principals escalated this. Ms. Xerri can also make the decision about it.

- A concerned parent has reached out to Gail Brewer re: highschool students smoking marijuana and gambling in our park. Ms. Xerri has reached out to Steve Simon about this issue. Ms. Xerri would like education and signs for 'no smoking' and 'no gambling' in the park.
- We have received a few new students in October. The DOE has a small-classroom effort and we are submitting the application for funding for that. Ms. Xerri is working to better support the teachers in our larger classes with para-professionals and other measures.
- Streamlining homework and grading across the grades.
- We have found a new art teacher and are working to bring them on-board. Kids have been part of the process with demo teacher sessions.

### **Treasurer's Report**

- Big jump in October. Fall Festival very successful, income high, expenses below projected: , Family Giving: , Corporate Match: , Pie Sale: , Election Bake Sale:
- Revenue
- TD Savings Account: proposal to move \$276K into CD earning 5% interest. Vote at upcoming General PTA meeting.

### **Fundraising**

- Fall Festival feedback: beautiful light, crowds of noisy, happy families. Sunny beautiful day. Ms. Xerri enjoyed the love between families and children. Joyous! Very organized. Kids loved all the games. Loved K hour to start. Awesome activities and happy kids and families. Gail Brewer attended. Many moving parts, and appreciating volunteers is great. Thank you to custodial staff!
- Upcoming Events:
  - Run Hard, Be Kind 5K - materials for volunteering and registration coming soon. Event Chair, Julie Lamb planning a test-run: 'COURSE PREVIEW ON WEDNESDAY NOV 20 @ 6:30AM: Parents! Wanna get your 5K done early (like, really early), or check out the course before the event? Meet us at PS 199 front entrance at 6:30AM! We'll run the course and grab a coffee at Solid State, all before drop off.'
  - Wine Night - Amsterdam Wine donating tasting wine and will offer wine for sale, that they will donate 20% of to PS199 PTA. Could wine sales be available to families who cannot attend tasting?
  - Winter Chess Festival, Saturday, Dec 14 - Chess teacher there, games for kids, prizes, team play, bake sale, parents' table

### **Other business**

Topic A: PS 199 PTA Cash Handling Policies and Procedures for School Fundraising Events.

- Treasurers have gone through regulations and by-laws and have created a Quick-Reference Sheet for us. Goal: to clarify and strengthen practices, show transparency and integrity, and build trust across family community. Stephanie: can we please read through for clarity of language and communication to broad constituency. We will consider before next EB meeting in December, and can agree on any changes at that time.
- Ms. Xerri: Yes, PTA has a safe at the school. Members cannot bring it home/to work.

Topic B: New payment process for digital payments to PTA.

- Cash-point sales: PayPal, Wix: we are not going back to Venmo. Can we please create a one-sheet on Wix, payment systems, how are Treasurers involved? Who has access to information about family giving, etc.

Topic C:

- Making process more clear and transparent for Committee Chairs who want to run events. What are all the details and tasks required? We all will work on this and discuss at next EB meeting. Let's plan to set up our Committee Chairs for success.

Topic D:

- General PTA Meeting on Friday, November 15. Hybrid: In-person with coffee and treats, with a Zoom option for those who cannot attend.

Meeting adjourned at 10:15am.