



## **Minutes for the YMA PTSA General Meeting 5/18/21**

**Board members in Attendance:** Leah Canale, Linda D'Agostino-Garcia, Kenia Gomez, Melissa McIntyre, Helen McCullagh, Dorka Pinnix

- Also present: Kerrie Powers-Butler (YMA YCPTA Delegate)

**The meeting was called to order at 7:10 PM via Zoom**

### **Treasury Update by Melissa McIntyre**

- Current balance on hand as of today: \$ \$15,555.89
- Audit scheduled for afternoon of Saturday, June 12<sup>th</sup> with Kenia, Dorka, Linda

### **Membership Update**

- Currently have 171 memberships
- Online membership portal: <https://ymaptsa.memberhub.store/>

### **Proposed Slate of PTSA Officers for 2021-2022 School Year**

- President: Helen McCullagh
- VP grade 9-12: Kerrie Butler
- VP grade 4-8: Leah Canale
- VP grade PK-3: Colleen Sifre and Linda D'Agostino-Garcia
- Secretary: Melissa McIntyre
- Treasurer:
- *We did not have a quorum of 20 to vote*

### **Minutes for approval: 3/15/21 General Meeting; 4/22/21 Board Meeting**

- Minutes were presented; however, could not be approved due to lack of quorum of 20

### **Ideas looking forward to next year**

- Targeting the PreK-3 grades to raise interest
- Create activities and events to draw people in
- Getting more involvement from teachers to promote the PTSA to families
- Reinstating class parents
- Parent mixer before classes are released in the afternoon for parents to mingle

### **Old Business**

- Plastic desk dividers delivered early March as per request of Dr. Rivera
  - 100 were ordered, 40 were used, 60 will be returned
- Square 1 Art deadline has ended
  - We had \$805 in orders and should see a profit of approx. \$161 from 9 families

## **New Business**

- Garden Days at YMA
  - Everyone is welcome to participate in weeding, pruning, mulching, and planting to help beautify the grounds of YMA. Bring your water bottle, hat, sunscreen, and enthusiasm.
  - Upcoming days and dates:
    - Tuesdays, 1:00-3:00pm, May 26, June 2, and June 9
    - Saturdays, 10:00am-12:00pm, May 29, and June 12
- End of year teacher appreciation
  - Teachers will be present after students end school or possibly prior to graduation or on a Flex-Wednesday (June 9<sup>th</sup>?)
  - Catered breakfast or a lunch if Flex-Wednesday
    - from Panera (lunch box approx. \$10 pp), Subway (lunch box approx. \$7), Avitabile Bros. Deli (just sandwich approx. \$5 pp)
  - Helen will check with Dr. Rivera what would work
- Senior Graduation on Wednesday, June 16 at 2:00pm
  - Walk-through by Seniors with 2 guests across auditorium stage to receive diploma.
  - Senior Sunset event is still in the planning stages. Hopefully details will soon be released.
    - Afternoon/evening of June 17<sup>th</sup> or 23<sup>rd</sup>

## **Board Meetings for the 2020-2021 year:**

- Tuesday, June 1, 2021 at 6:30-7:45pm
- Tuesday, June 15, 2021 at 6:30-7:45pm

## **Coffee & Chat: Virtual**

- Wednesdays from 11:45am-12:15pm
  - 2021: May 19, June 16
- Mondays from 7:00-7:45pm
  - 2021: May 24

## **Meeting was adjourned at 8:45 pm**

- Minutes recorded by Linda D'Agostino-Garcia



## **Minutes for the YMA Board Meeting 6/1/21**

**Board members in Attendance:** Leah Canale, Linda D'Agostino-Garcia, Kenia Gomez, Melissa McIntyre, Helen McCullagh, Dorka Pinnix

- Also present: Kerrie Powers-Butler (YMA YCPTA Delegate)

**The meeting was called to order at 6:35 PM via Zoom**

### **Treasury Update by Melissa McIntyre**

- Current balance on hand as of today: \$15,467.29
  - Actual \$11,070?

### **Membership Update**

- Currently have 171 memberships
- Online membership portal: <https://ymapta.memberhub.store/>

### **Next General Meeting on Tuesday, May 18, 2021 at 7:00-7:45pm**

- Nomination Committee
  - Kerrie, Leah, Melissa
- Must be a PTSA member to run
- Solicit, promote, and encourage parents and teachers to step up
- Solicitation email was updated and will be sent out
  - Deadline will be May 10<sup>th</sup>

### **Programming & Fundraising**

- We will hold off until next year

### **Old Business**

- Plastic desk dividers delivered early March as per request of Dr. Rivera
  - Helen will reach out to Dr. Rivera to see how they are being used
- March 13<sup>th</sup> Online Bingo was fun. Do we want to do this again?
  - Maybe summer or back to school
- Square 1 Art deadline extended through May 13<sup>th</sup> for uploads and orders

### **New Business**

- Garden Days designate for families to participate
  - Helen will mix up the days to include afternoons, weekends, mornings

- Teacher Mini Grants - All teachers would be eligible this year, all are members. There are 50 teachers.
  - We will be providing an appreciation breakfast in lieu of mini-grants this year
  - Monday, June 28<sup>th</sup> is a full day for staff after students leave
- Scholastic Book Fair in October
- Underwriting of end-of-year CFL BBQ? Helen will find out if it is happening
- Spirit wear via website
  - Kenia will investigate companies
- Helen will also check in with Dr. Rivera about graduation

**Board Meetings for the 2020-2021 year:**

- Tuesday, June 1, 2021 at 6:30-7:45pm
- Tuesday, June 15, 2021 at 6:30-7:45pm

**Coffee & Chat: Virtual**

- Wednesdays from 11:30am-12:15pm
  - 2021: May 19, June 16
- Mondays from 7:00-7:45pm
  - 2021: April 26, May 24, June 21

**Meeting was adjourned at 7:59 pm**

- Minutes recorded by Linda D'Agostino-Garcia



## **Minutes for the YMA Board Meeting 7/28/21**

**Board members in Attendance:** Leah Canale, Linda D'Agostino-Garcia, Kenia Gomez, Melissa McIntyre, Helen McCullagh, Dorka Pinnix

- Also present: Kerrie Powers-Butler (YMA YCPTA Delegate)

**The meeting was called to order at 1:05 PM via Zoom**

### **Treasury Update by Melissa McIntyre**

- Audit was completed last weekend of June with Linda, Dorka and Kenia
  - Melissa will file when she returns August 28<sup>th</sup>

### **Old Business**

- Plastic desk dividers were returned to vendor. Still awaiting refund (less restocking and return fees). Waiting to see if the full set was returned.
- Teacher Appreciation Lunch, End-of-year CFL Picnic, and Graduation Cookie giveaway all successful.
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### **New Business**

- Sprit wear
  - We want Spirit Gear Direct (through Mike and flyers ready to distribute when school opens
    - October 1<sup>st</sup> deadline for ordering, parents can choose to ship to school packaged with child's name or ship to home for a fee
    - Linda will ask if there is an art set up fee- there is no additional charges for setup fees or screen charges. All art included in price of garments.
    - We need 1,400 flyers
  - R&D Printing (Kenia's t-shirt person) can be used for our in-hand cotton t-shirt stock
    - We are low on smalls and pre-k students will likely be interested
    - What is the minimum order and turnaround time?
      - They don't mind the min order, turnaround time depends on type of t-shirt we select
      - They are located in the Bronx, can deliver the order to us
      - Gildan shirts with full logo shirts \$6.50 each- we will order 30 youth small in red and blue, 20 youth medium in red and blue (total of 100 shirts)
        - Motion to order the above, motion approved

- Kenia will find out how/when they want payment and will initiate the order
- Kenia will also inquire about white polos for adults with pocket logo, Helen will also check with Mr. Landrau
- We want to have a PTSA presence when school starts with t-shirts on display and flyers with new shirts
  - Kenia can be present the first 4 Monday mornings
- **Current inventory**

Size	Red	Blue	White
Adult Lrg	24	16	
Adult Med	26	25	
Adult Sml	24	27	
Youth Lrg	21	30	
Youth Med	13	11	
Youth Sml	1	6	
Adult Polo 2XL	1		7
Hoodie Youth XL		1	
Hoodie Youth Sml		2	
<b>REQUESTS:</b>			
Sweatshirt (Marianne V.)			
Long sleeve (Marianne V.)			
3x Polo (Coyle)			
White Polo (cafeteria crew)			

- **Elections, promotion of slate, solicit interested participants**
  - Do we want to have a welcome back PTSA flyer?
  - Membership drive in September to have people available for positions and elections
  - Linda will post a blurb for FB page to see who might be able to volunteer in September
  - Kenia will investigate and report back about a messaging app, like google or Whats App, to communicate with families who don't do email and need an avenue to communicate with PTSA via call or messages
- **Meeting general and board schedule, dates, times**

- Via Zoom or in-person? Helen will contact Dr. Rivera
- General and Board meeting dates
  - Wednesdays at 7:00pm
  - General- September 22, 2021, March 9, 2022, May 18, 2022 for elections
  - Board- October 20, 2021, November 17, 2021, December 15, 2021, January 19, 2022, April 20, 2022
  - June 8, 2022 for general or board meeting?
- Do we want to keep 3 general meetings for the year?
- Coffee Chats
  - Difficult on Zoom, better turn out in-person
  - Many were parents we had in-person contact with
  - Themed coffee chats? Could different teachers be present?
    - Could teachers record a video to be shared? (ex. 4<sup>th</sup> grade teacher explaining what to expect as a 4<sup>th</sup> grader)
- **Membership promotion**
  - Teacher memberships again this year?
    - Last year we paid approx. \$735 for all the teachers
    - Helen will send an email for a board vote
- **Potential programming ideas** for this season or next?
  - Online performances available for students/school?
- **Fundraisers to kick off school year**
  - Car magnets- we could sell for \$5 each
    - We have a quote from December 2019 from Mike
      - 250 for \$425 (\$1.70 each)
      - 125 for \$325 (\$2.60 each)
    - Leah will inquire about 500 and if we can get it for September
    - Membership with a free magnet or some type of package
- **Events planning**
  - Movie company we paid pre-Covid for a movie night in early October
    - \$554.38 was paid to FunFlicks Outdoor Movies for March 2020 (<https://www.funflicks.com>)
    - Replacement for the fall festival event
      - Halloween themed movie?
    - We need to find out when the field is available in October, Friday night if possible- October 1<sup>st</sup> or 15<sup>th</sup>
    - Pizza and popcorn for sale
  - Possible Spring Fundraiser similar to what we did 2 years ago at Rory Dolan's

**Meeting was adjourned at 2:45 pm**

- Minutes recorded by Linda D'Agostino-Garcia



## **Minutes for the YMA Board Meeting 9/01/21**

**Board members in Attendance:** Leah Canale, Linda D’Agostino-Garcia, Kenia Gomez, Melissa McIntyre, Helen McCullagh

- Also present: Kerrie Powers-Butler (YMA YCPTA Delegate)

**The meeting was called to order at 6:11 PM via Zoom**

### **Treasury Update by Melissa McIntyre**

- May need to move account as Ocean First dropped any non-profit account with no charges.
- We will look into Sterling, Webster and Chase banks (we had prior customer service issues with Wells Fargo)

### **Old Business**

- Plastic desk dividers returned to vendor. Awaiting refund of \$1,159.59 that will be less the restocking and return cost.
- Class parents- we are still waiting on Dr. Rivera for a response

### **New Business**

- **Spirit Wear/Gear**
  - R&D Printing delivered new basic t-shirts on 8/30/21, so we are ready for first days of school. The total cost is \$650.
  - Magnets have been printed and delivered to Leah. The total cost is \$575 for 500. They will sell for \$5.00 each.
  - Flyers for online Spirit wear arrive to Leah Thursday, September 2. They will get distributed at school and we will have some out at the morning greets.
  - We will have t-shirts and magnets available at Open House (Date TBA).
- **Scholastic Book Fair**
  - Book Fair will be held in-person in the South Wing Gym from Tuesday to Friday, October 12-15, 2021.
  - Kisha Skipper has volunteered to assist
- **Fall Movie Night – “Coco”**
  - A motion to spend an additional \$259 for insurance option to reschedule the event was made and unanimously approved. The event was paid for pre-pandemic for \$554.38.
  - Movie night will be October 1st (with a rain date 10/15), all ages welcome, we can promote community service time for students who need it.
  - We will show Coco. Back up choices: Hotel Transylvania 3: Summer Vacation, Goosebumps, Beetlejuice (depending on licensing rights.)
- **Beginning Days of School**



- We want to have a PTSA presence when school starts from 7:15-7:45am with t-shirts on display, magnets for sale and Spirit Wear flyers for the new shirts.
  - Kenia can be present the first 4 Monday mornings
- Helen will pull a variety of youth sized t-shirts for the first day of school
- **Meeting general and board schedule, dates, times**
  - New dates needed due to conflict with YPS Board Meetings
  - If general meetings need to shift to all remote zoom, it will be announced no later than 12:00pm day of the meeting.
  - If board meetings need to shift to all remote, notice will be 24 hours prior to meeting.
  - We will investigate if we could have hybrid meetings for both general and board.
  - **General Meetings (in-person), YMA Auditorium**
    - Wednesdays at 7:00pm
    - September 29, 2021, (October 13, 2021 is Family Night at the Book Fair during which we can have an enrichment meeting), December 9, 2021, January 12, 2022, March 9, 2022 (nominations), May 11, 2022 (elections)
  - **Board Meetings (in-person), PTSA Room**
    - October 7, 2021, November 9, 2021, December 2, 2021, January 6, 2022, February 10, 2022, March 3, 2022, April 5, 2022, May 5, 2022, June 2, 2022 and June 9<sup>th</sup> if final business is outstanding
- **Reimbursement of Some/All Training for Ms. Roman**
  - Dr. Rivera has brought Italian and Spanish to 6<sup>th</sup> grade this year, and is promoting the idea to bring those languages down to 5<sup>th</sup> grade, so that students can complete a foreign language earlier and be able to take a second language or higher level classes in the same language before graduation.
  - She asked if we can pay Ms. Roman back for a summer course she took in the amount of \$1,465 over the summer. Dr. Rivera does not have funding to reimburse her and asked if the PTSA could assist.
  - Helen is waiting for a response from the higher PTA Councils to see if we are able to do this, possibly as an enrichment.

#### **Elections, promotion of slate, solicit interested participants**

- Out positions are “elect” until we are elected and official
- Our goal is to promote memberships between now and September 29<sup>th</sup>

#### **Membership promo ideas**

- Incentives for first class to reach 100% membership, deadline Monday, November 15, 2021
- Year-long class subscription to Scholastic News for PreK-6
- Pizza party for upper grades

#### **Fundraisers to kick off school year**

- Car magnets will be sold for \$5 each

- We will wait to do a fundraiser, but should plan on doing one in the Spring

**Meeting was adjourned at 8:15 pm**

- Minutes recorded by Linda D'Agostino-Garcia
- **Revised 9/7/21**