

**PS 165**  
**PTA General Meeting**  
**Minutes October 16, 2019**  
**Auditorium 8:00am**

**Call to Order:** Paula Moss called to order at 8:24am.

**Welcome**

**Reading and Approval of Minutes:** Jodie Zisser motioned to approve September minutes, Luca Passaleva seconded. September 2019 General PTA minutes are approved.

**Principal's Report**

- The school's Comprehensive Educational Plan (CEP) goals for this year focus on Math, Reading and Attendance. State test scores increased by 7% in ELA and 16% in math. This year, Principal Castellano is targeting a 3% increase in Math and 5% increase in ELA test scores.
- Improving literacy will be an important part of student achievement this year, by improving foundational skills and working on Guided Reading. This year, PS 165 will add Shared Reading into Second Literacy, with a focus on consistency and coherence.
- Assistant Principal transition – Principal Castellano and all of PS 165 thank Ms. Torres for her service over four years at the school. In two weeks, Ms. Scanlon (who has been at PS 165 for nine years) will transition from Literacy Coach to Interim Acting Assistant Principal.
- Progress Reports will go home October 18 – Parents should reach out directly to their classroom teacher with any concerns.
- Parent / Teacher Conferences on November 14 – This is a very important night for parents to attend and connect with their child's teacher.
- The school has received the new science curriculum, called "Amplify." It includes hands-on experiments, as well as a technology component. It is aligned with all DOE standards.

- Connecting with the Principal – Oct 17 – This is an informal meeting with Principal Castellano for parents to talk generally about school concerns. It is an opportunity for parents to see how they can brainstorm with the principal on ways to help the school.

## Treasurer’s Report / Budget Vote

### Treasury Report / Informe del Tesorero



**How much did PTA raise last year? / ¿Cuánto recaudó la PTA el año pasado?**  
**\$ 43,293**

Category / La categoría	2019 -2020 Budget Expenses / Presupuesto de Gastos
School support / Apoyo Escolar (E3 Sports, Cool Culture, Teacher Appreciation, etc.)	\$21,260
Community Events / Eventos de la comunidad (Winterfest, Movie Night, Spring Fair, etc.)	\$1,990
School Shops / Tiendas escolares (Scholastic Book Fair, Holiday Gift Shop, Winterfest, etc. )	\$11,700
PTA Admin / Supplies	\$2,300
<b>TOTAL</b>	<b>\$37,250</b>

**First Fundraising Goal of the year / Primer objetivo de recaudación de fondos del año**  
**Facebook Giving Tuesday / Donaciones en Facebook**  
**Date / La fecha: December 3<sup>rd</sup>, 2019 / Diciembre 3, 2019**  
**Sum / Suma: \$ 10 000**  
**Purpose / Propósito: Support of Science Program in School / Apoyo al programa de ciencias en la escuela**

**\*based on the last year expenses / basado en los gastos del año pasado**

- The PTA’s biggest expenditure, roughly 60% of the budget, is supporting the school; the PTA covers activities like E3 Sports, Cool Culture, Teacher Appreciation, and more.
- Last year, the PTA raised \$43,293. The PTA currently has approximately \$35,000 cash-in-hand. The total proposed budget for 2019-2020 is \$37,250.
- First Fundraising Goal of the Year: Facebook Giving Tuesday – This year the date is December 3<sup>rd</sup>, 2019. Our goal is to raise \$10,000, to Support Science Programs in School. Facebook matches donations made on that day up to a certain amount, and will not charge any fees from donations made that day. Please search for Friends of PS 165 Robert E Simon on Facebook to prepare for this event.
- Vote on Proposed 2019-2020 PTA Budget: The Budget is approved with 37 votes in favor, 0 votes against, 0 votes abstained.

## District 3 CEC

- Lucas Liu is PS 165's liaison to the Community Education Council for District 3 (CEC3). The CEC gives parent voice on district-wide and city-wide issues, recent examples of which are last year's District 3 Middle Schools admissions changes, and this year's proposed phase-out of G&T programs. CEC3 supports all Dual-Language programs and has helped with PS 165 building repair issues. Lucas can be reached at [lliu@cec3.org](mailto:lliu@cec3.org).

## President's Report

- District 7 Participatory Budget: Each year, City Councilmember Mark Levine allocates \$1M for the community to decide what to do with it. The application process has already begun for 2019-2020.
  - Last year, PS 165 received \$250,000 to upgrade air conditioners and water fountains in the cafeteria.
  - PS 165 has submitted two projects for consideration for funding this year: 1. Renovation of the Large Recess Yard; 2. Purchase and installation of sound reducing ceiling tiles for gym/indoor yard.
  - Parents will be able to vote in April.
  - Tara is a budget delegate this year and will meet at Levine's office to review each proposed project.
- PTA General Meeting Presentation – Slides will be posted to school website each month on the News tab.
  - Goal is to have the slides up on the website within 3-4 days after each General Meeting.
  - The slides will be in addition to the approved monthly meeting minutes, which are approved at the following General Meeting and then posted on the website.
- Gift Catalog Fundraiser – Paper orders end 10/31; Online orders end 12/13.
  - All proceeds will go to supporting the E3 Sports program during recess.
  - Current sales have been \$3,000 from 8 orders, from which the PTA receives a percentage.
- CEC 3 Calendar meeting: Oct 23 at 6:30pm, at PS 166, 132 W 89<sup>th</sup> St.
- Upcoming Events: See slide

- **Movie Afternoon – Oct 18**
  - **Picture Day – Oct 23** – Everything is online this year, no paper order forms. Every child will be photographed and then parents will receive a link to see their child’s photos so they can order them. Fatima will work with the Parent Coordinator, Yadira Brenes, for any parents who need help getting online to do the order. Parents can share the link with others, like grandparents, who can then buy their own photos directly.
  - **Scholastic Book Fair – Oct 31 to Nov 8** – We have some volunteers, need more. For grades 3-5, author of the graphic novel *Making Friends*, Kristen Gudsnuk, will return to lead the kids in a workshop and do a book signing for the sequel.
  - **Election Day Bake Sale – Nov 5** – Need parents to volunteer and also to donate baked goods (homemade or store bought). This is a very successful fundraising opportunity that will last from 6:00am to 9:00pm; last year we raised \$4,000. It’s great to have kid volunteers to help out with this event.
  - **Holiday Shop (Dec)** – Also looking for volunteers.
- District 3 Presidents Council
    - The council wants to reach as many D3 parents as possible with important information about events CEC 3 communications, admissions, meetings, committees, and workshops in our district.
    - Parents should google the group: “NYC Community School District 3 Information”
    - They can add their email address to the group to subscribe for updates at this link: <https://groups.google.com/forum/#!forum/csd3info/join>

### **Building Safety Council / Update - Tara**

- The most recent Building Safety Council meeting was held on Oct 8:
  - There will be a safety meeting for families of both PS 165 and Mott Hall II in November.
  - Safety drills will be taking place this month.
    - A letter informing parents of this was sent home in September.
    - Schools are mandated by the DOE to perform 12 drills each year.
    - Safety drills are comprised of fire drills and lockdown drills.
    - The NYPD has reviewed and approved the school’s Building Safety Plan.
  - In response to parent questions were asked regarding fire and lockdown drills:
    - The DOE provides standard materials for teachers to instruct children on proper procedures.
    - The drills are run by Crissy Valle (Building Response Team Leader).

- Teachers and staff do not discuss specific danger scenarios with children (aka “if a bad man came into the school).
  - Specifics on preparation cannot be shared beyond the staff, as such information must remain confidential for security reasons. However, a parent version of the safety plan can be viewed in the main office.
  - On tips for parents, regarding how to discuss safety drills with their children:
    - Principal Castellano suggests not giving children specific details that might scare them; instead, parents should emphasize paying attention, staying silent, and that the drill is practice to be safe.
    - Parents can talk to their children about safety drill procedures; ask them about the steps they took, what were the most important things to do, and what they should remember.
- New Play Yard Initiative
  - PTA has submitted this initiative for Mark Levine’s Participatory Budgeting process.
  - The immediate focus is on removing the damaged benches.
    - We are waiting for an update on whether the benches will be pulled out and replaced or repaired. DOE/Ironworks are going to provide a quote.
- A parent at Mott Hall 2 is working on traffic safety at 108 and Broadway.
- Construction
  - The School Construction Authority (SCA) says construction is ahead of schedule.
  - Tile work should be done in 7-10 days.

### **School Leadership Team (SLT) Report**

- SLT meetings are on the second Thursday of every month. Parents are always welcome to come and observe. Observers are not permitted to participate directly in the meeting (as per bylaws).
- Field Trip Planning – Teachers potentially want to ask the PTA for funding to cover any shortfalls for students who may not be able to cover the costs. Every student should be able to go on field trips.
- Carried out General Response Protocols and Safety Procedures provided by DOE to all students.

- The SLT plans the Math, Literacy, and Leadership Nights for the school and all of the subcommittees for the events are looking for parent volunteers:
  - Math Night: March 12
  - Literacy Night: Feb 6
  - Leadership Night: May 7
  - Please email the SLT directly or the PTA to connect with a committee head.

### **Title 1 PAC**

- Current Members: Zasha Medina – Chair, and Alexandre Pozdnyakov - Secretary
- Title 1 is the largest federal aid program that provides financial assistance to districts and schools with high numbers or high percentage so children from low-income families to help ensure that all children meet challenging state academic standards.
- PS 165's Title 1 PAC oversees the allocation of 1% of the school's budget, which goes to parent-involvement that helps parents help their children succeed in school. Last year, Title 1 helped fund Raz Kids.
- The exact dollar amount of Title 1 funding is not yet available, as the main budget has not been finalized yet.
- An election to form a new PAC will be held in November, date TBD. The Parent Coordinator will alert parents to the election date.
  - Three people are needed for the primary PAC to be elected, but more parents can be involved after that.
  - PAC members will attend monthly meetings with other District 3 Title 1 PAC members.
- Please contact the Parent Coordinator, the PTA Board, or Zasha Medina for more information.

### **District 3 Presidents' Council (D3PC) Equity Committee**

- Nildania Perez – PS 165 designee for District 3 Presidents' Council (D3PC)
- The D3PC Equity Committee promotes equity throughout district.

- The D3PC Equity Committee recommends each school comes up with its own plan on equity, in relation to the pending suggestion to phase out G&T programs.
- At the October D3PC meeting, the CEC president recommended that our district come up with its own plan to address G&T programs instead of relinquishing control to the mayor.
- Although each school has its own equity plan these are not transparent to parents. Through the empowerment tour and working with the new superintendent, D3PC equity committee is attempting to address the knowledge/information gap and increase parental involvement in school-based equity teams.
- Middle School Admissions
  - 25% of seats were designated this year for students scoring 1s and 2s on ELA. That was not achieved in the middle schools this year; the council is reviewing enrollment.
  - There is a lack of transparency regarding middle school admissions; most in-need families are feeling left out on information. The Parent Coordinator has electronic copies of admissions information booklet.
  - PS 165's Parent Coordinator, Yadira Brenes, says that an email blast was sent to all 5<sup>th</sup> grade families regarding the admissions application, which is due on Dec 2.
- Parent Empowerment Tour
  - Focus on empowering parents, especially parents of color, to be a part of discussions in what goes on in their children's schools, help them to be a part of the governance discussions.
  - The council is doing a tour to get feedback from parents on their experiences and what they need to feel more involved, including a focus:
    - A Parents Bill of Rights.
    - Learning what the SLT is and how it works.
    - Increasing school budgeting transparency.
- Support for new families: Working with Family Support Coordinator Tracy McClaire to help new families.

Next PTA General Meeting is Wednesday, November 20.

**Adjournment** – 9:44am.