

## PTA GENERAL MEETING MINUTES

Wednesday, September 13, 2017 at 7:00 PM

### Meeting Open and Welcome Remarks

Meeting opened with the Pledge of Allegiance at 7:08PM

Christina Walsh opened the meeting, welcomed everyone back to the 2017-2018 school year

Introduction of the PTA Board:

- Christina Walsh: Co-President
- Sheila Grauling: Co-President
- Kelly Rowland: 2nd VP
- Kathleen Romano: Treasurer
- Ilisa Polansky: Corresponding Secretary
- Tatum Salembier: Recording Secretary

Meeting minutes from May meeting were approved at the June re-org PTA meeting. Copies of the minutes are available for review. They will be posted on the PTA website.

### Teacher's Report

#### **Mrs. Landman (Grades K-3)**

- Mrs. Landman introduced herself as Kindergarten teacher and grade rep. for K-3rd
- Outstanding start to the school year, the children come in so young and leave Kindergarten as grown little people
- Excited to have Chromebooks in the classroom, which the children will be using
- There is an exciting new science program this year

#### **Mrs. Crimarco (4-6 Report)**

- Mrs. Crimarco introduced herself as a 4th Grade teacher and 4th and 5th grade representative
- Big buzz in the 4th and 5th grades are they have their own Chromebooks that they keep in the classroom
- New science program also. They have had 4 sessions so far and Mrs. Crimarco is very impressed

Mrs. Landman and Mrs. Crimarco thanked the PTA for the Staff "Welcome Back" Luncheon

### Principal's Report

#### **Mrs. Dano**

- Mrs. Dano introduced herself as the Fairfield Elementary principal and Mrs. Gerhard introduced herself as the Vice Principal
- Thanked the PTA for Staff Luncheon
- Also, thanked the members of the PTA that helped with Kindergarten for the first few days of school, by unpacking and organizing supplies, coming in for the first few days during their lunch periods. The help was really appreciated.
- Thanks to Kelly Rowland who coordinated. It was a very nice team of people and they were all very helpful.
- Mrs. Dano said they year has gotten off to a smooth start. There are 6 Kindergarten classes this year. The 2 special education classes started on 9/6, and 4 other Kindergarten classes started on 9/7
- 99% of Kindergarteners came in happy, a couple of children came in crying. You wouldn't believe they were new to the school
- 9/25 is "Back to School" night.
- Please sign up for email notification system to get all notices electronically
- Fire Safety and Practice Drills have started
  - Bus Drills are done

- We have conducted 2 fire drills so far this year. One with notice and one without notice. The students and staff exit the building in 1 minute and 40 seconds
- Don Flynn - Head of Security for the District
  - Gives overview for Emergency management for the district
  - Be prepared for the unexpected
  - What do you do when emergency exits are blocked
  - Staged closed doors and blocked exits
  - Think about the unexpected
- We will continue mandated drills throughout the year. Occasionally we will exit the premises. Practice all drills including: Shelter Drills, Lockdown Drills and Lockout Drills

### **Treasurer's Report**

**Kathleen Romano**

- Copies on the side table to review
- Vote on the Budget
- July and August are slow months.
- August money coming in for school supplies, Amazon Smile
- Mrs. Dano pointed out that shopping on AmazonSmile is a way to raise money for the PTA just by shopping and purchasing items that you were already going to buy
- Annual Audit was conducted over the summer
- Money spent over the summer:
  - Arts in Education
  - Back to School BBQ - for the giveback
  - "Peace, Love, Massapequa" fence decorating
  - Training seminars
- Balance at the end of August was:
  - \$29,303.55

Q: Randi Jankowski asked Kathleen Romano and the Board, if a Plan of Work was presented for the fence decorating or for the Back to School BBQ as she did not see that noted in the minutes from May meeting.

A: Sheila Grauling answered by saying that there was not a Chair for the Back to School BBQ as of the May meeting, so a plan of work was not presented. The money spent was for the giveback. If there wasn't a chair we would have had to cancel/not hold the event. We thought it would be better to hold the event as the kids really look forward to this event.

Comments: Randi Jankowski suggested that Sheila/Board would need to speak to PTA Council to see how to handle. Sheila said she would look into it.

Kindergarten Orientation and Events budget need to have slightly more money allocated

Comments: Randi Jankowski also pointed out to Kathleen Romano that bank will waive fees for the PTA. Kathleen commented that she is aware they will waive fees, but they cannot waive fees for deposit slips.

### **Budget Vote**

- Per Sheila Grauling - Motion to approve the budget for 2017-2018 school Year
- Motion approved by Sue Forari and motions seconded by Julia Santiago
- Vote on the Budget:
- All in favor, No abstentions.

### Corresponding Secretary

Ilisa Polansky

Two letters of correspondence to report

- Thank you letter from Fairfield Staff for the Welcome Back Luncheon
- Thank you letter from Mrs. Stepkowski and Mrs. Dialto (2 new Kindergarten teachers)

### President's Report

Christina Walsh and Sheila Grauling

Christina Walsh

- Council Meeting
  - Every month we meet with the Council. If you have any questions, please submit to us and we will run them by Mrs. Dano, and she will decipher who is the best person/dept. to respond.
  - All Councils meet across the district
  - Principals from each school come in as guest speakers and review the events that are going on at their schools
  - Discussed at last meeting was how schools addressed September 11 -some middle school children watched BOATLIFT: An Untold Tale of 9/11 Resilience and the "Man with the Red Bandana"
  - Dr. Fasano discussed the new report card policies. The first report card will be paper, and all others will be on the portal
    - Stage kids reading levels
    - Curriculum: Common assessment ELA
    - Districts working to get same tests
    - Teaching to standards to meet benchmark, so they are common assessments.
    - District has created their own assessments, so they have same measurements throughout the schools
  - Mrs. Dano pointed out that this has been designed to give parents/guardians more info, using parent-friendly language. It will help to identify areas in which your child is successful and those areas that they find more cumbersome. It will show, this is what is being taught and if children are meeting proficiency

Christina Walsh commented:

Goal of the PTA is to advocate for children. Not just Sweetheart Dances and events, even though they are fun and important to children, the majority of the money goes to Arts in Education programs, that are not funded through the district, but rather through the PTA. A lot of protocol is in place when doing these events, as Mrs. Jankowski pointed out, and we are doing our best to give all of our children the best experience.

Sheila Grauling

- PTA Membership is currently at 102 members
- Kindergarten got off to a great start. Kelly Rowland managed kindergarten committee; she organized a play date on 8/23 for children to meet up and meet new friends and also become familiar with the playground. A lot of new parents attended and it was a success with a large outcome.
- The Kindergarten committee also helped with the first few days of class, organizing supplies and assisting in the cafeteria and hosted the "Boo Hoo" Breakfast on 9/7
- Teacher/Staff Appreciation committee organized a Welcome Back luncheon on 9/5. Thank you to Kathleen Romano and Gina Vitale
- The class parent meeting will be on Tuesday, September 26 at 2:30pm. Class parent letters are going home this week. Class Parents must have at least one representative per meeting. Class parent coordinator is Maureen Romano.

- We are looking for chairs for the Legislation Committee, United Skates Party, Dairy Queen Night, Spring Event, Wingo (Winter Bingo)

Christina Walsh introduced Marie Festa, our BOE and SEPTA Representative. Marie attends all BOE meetings and reports back to us at the PTA meetings

### BOE Report

#### Marie Festa

- Marie opened by saying the PTA is a wonderful group of people that work really hard and could always use volunteers and people to get involved
- Attended several Board Meetings this summer, some were horrible
- Brian Butler was elected in May and was installed as our new trustee on July 13
- Gary Baldinger re-elected and installed on July 13
- Two new administrators were appointed at Berner Middle School. Beth Mullins, an English Teacher, was named as an Executive Assistant, and Robert Tucker, a Science Teacher, was named as Dean of Students
- There was a reorganization of Central Office positions and increased salaries for said positions, as well as additional staff hired in Central Office.
- Syosset swimming pool is being used from August 23, 2017 - November 30, 2017 for Girls Fall Swimming. Brentwood swimming pool will be used from January 1, 2018 to May 31, 2018 for Boys Winter Swimming.
- Tax Levy was set at \$194,619,501
- BOE Meeting tomorrow, 9/14

### SEPTA

#### Marie Festa

- SEPTA Membership is \$10
- Calendars are \$5
- Spirit Blanket Fundraiser is going on. Blankets are \$50, while supplies last, and they are really beautiful and large blankets. Blankets are 63" x 63"
- First SEPTA Meeting of the school year is 9/20 at the McKenna Senior Center. The speaker will be Jean Castelli, Assistant to the Superintendent for Special Education and she will give an introduction to special education services

### Plans of Work

#### Arts in Education

- Chairperson: Nalini Hayes
- Members: Joanna Cepregi
- Cirque Du Jour: 10/30-11/3/17
- Responsibilities: To bring fun educational programs to the school
- Goal: The students will learn a variety of skills. A great team-building experience
- Specific Action/Steps
  - Get proposed dates from Mrs. Dano and Mrs. Gerhard, and then confirm and book with Cirque Du Jour. Start Date: 10/30, completion date: 11/3
  - Submit room use forms and secure site for evening performance at Berner Middle School
  - Create flyer and general info about circus to all parents
  - Order Bracelets
  - Send out permission forms to Fifth Grade parents for participation in Parent Show
  - Recruit volunteers for evening parent show

- Mrs. Dano explained that all grades participate in activities throughout the week in PE, and on Friday night the Fifth Graders put on a show for the whole school
- Motion approved by Randi Jankowski and motion was seconded by Katrina McGrath

#### Back to School BBQ - Friday, September 29

- Chairperson: Tina McClenahan
- Members: Kelly Rowland, Michelle Catalano, Elizabeth Hassell, Deb Jarski and Kristin Busby
- Responsibilities: Secured all food, drinks and entertainment for BBQ
- Goal: Get volunteers for event and continue to update attendance
- Budget: Self-funding
- Specific Action/Steps:
  - Secure food vendor and staff - Finn's Massapequa
  - Secure DJ - Tyler from WBLI
  - Book Carnival tents and games - NY Inflatables
  - Collect and deposit funds
  - Submit facilities and custodial use forms
- Motion approved by Dawn Mollica and seconded by Kim Gonzalez

#### Box Tops

- Chairperson: Tina McClenahan
- Members: Maureen Romano, Jennifer Devlin, Katie Andreski, Kim Gonzalez
- Responsibilities: Collect, organize and mail in BTFE
- Goal: Motivate parents/students to collect box tops, bundle in 50s & send to BTFE to earn money for FF
- Specific Action/Steps:
  - Sent out flyer for BTS collection
  - Collect Box Tops from mailbox & PTA Office
  - Bundle groups of 50
  - Send Box Tops to BTFE
- Randi Jankowski asked if parents should still label with child's name and teacher name? Sheila answered, Yes
- Motion approved by Kristen Malik and seconded by Sue Foran

#### Bulletin Board

- Chairpersons: Kim Gonzalez and Marissa Altan
- Responsibilities: Birthday/PTA boards to be updated monthly/as called for
- Goal: Each month will be geared around a famous author that the children can relate to
- A bulletin board was set up from the fence decorating event, new board will be set up for events
- Motion approved by Maureen Romano and seconded by Sue Foran

#### Halloween Dance (2nd Annual)

- Chairpersons: Courtney Mullin and Kristen Malik
- Members: Liz Lynch and Jennifer McGovern
- Responsibilities: Organize Halloween Dance, entertainment and refreshments
- Goal: To have an amazing Halloween Dance and make it a night to remember for all Fairfield families
- Specific Action Steps:
  - Book Entertainment: DJ, MC, 2 dancers and 2 photo booths - E[thed]
  - Halloween parent letter: Send flyer to all families telling them about the Halloween Dance. \$11 per person attending

- Halloween Volunteer Letter: Sent letter home asking parents to volunteer for various positions and to donate desserts. We are going to use Signup.com to organize donations.
- Assign positions to volunteers.
- Purchase and decorate, plates, cups and other items for the event
- Motions approved by Dawn Mollica and seconded by Stephanie O'Hara

#### Staff Appreciation

- Chairpersons: Kathleen Romano and Gina Vitale
- Responsibilities: To hold 3 staff luncheons during the year, as well as celebrate Professional Assistants' Day, Nurses' Day
- Goal: To show appreciation of school staff
- Budget: \$1500
- Specific Action/Steps:
  - Plan "Welcome Back" Luncheon
  - Plan "Holiday Luncheon"
  - Plan "Teacher Appreciation" week luncheon
  - Buy flowers for Nurses' and Administrative Assistant's' Day
- Motion approved by Maureen Romano and seconded by Lisa Brzezinski

#### Kindergarten

- Chairperson: Kelly Rowland
- Responsibilities: Organize a before school playdate, help with the transition of the first week of school, register new 2018-2019 students, organize Kindergarten Orientation
- Goal: To welcome all new students and parents
- Budget: \$1500
- Specific Action/Steps
  - Organize Play Date and secure date with Mrs. Dano
  - Mail out Playdate letter and purchase snacks
  - Host Playdate
  - Get Volunteers for first week help
  - Help teachers for first week of school and during lunch periods.
  - Start planning for 2018-19 students.
- Motion approved by Katrina McGrath and seconded by Julia Santiago

#### Spirit Wear

- Chairpersons: Karalynne Esposito and Nicole Gugliemi
- Responsibilities: To organize and sell Spirit Wear
- Specific Action Steps:
  - To sell leftover cash & carry orders at BBQ and take new orders.
  - Take orders online and closeout sale around 10/15 to ensure timely delivery
- Motion approved by Kristen Malik and seconded by Courtney Mullin

#### Picture Day

- Chairpersons: Jaime Stanton and Dawn Mollica
- Responsibilities: coordinate and run picture day, send home flyers, field parental inquiries
- Goal: To run picture day smoothly and efficiently
- Specific Action/Steps:
  - Distribute Flyers week of 9/18

- Picture Day: 10/5
- Retake Day: 11/21
- Motion approved by Lisa Brzezinski and seconded by Stephanie O'Hara

#### Red Ribbon Week

- Chairpersons: Kim Mueller and Laura Lucchi
- Responsibilities: To have a meaningful Red Ribbon Week/"Your Future is to Stay Drug Free"
- Goal: Red Ribbon Week - October 23-27
- Specific Actions/Steps:
  - Order posters
  - Order PAWS or maybe keys this year
  - Send out memo, hang posters - pending approval
  - Hang PAWS (Keys) and Ribbon as they come in
- Motion approved by Maureen Romano and seconded by Ilene Hellman

#### Reflections

##### Chairperson: Ilene Hellman

- Responsibilities: Provide information to students, collect art, recruit judges, facilitate judging, input students work into database, deliver and pick-up art for school winners to Nassau County PTA, PTA Art show and trophy ceremony in the spring. Also distribute materials to students re: Future Theme Search
- Budget: \$200
- Specific Action/Steps:
  - Distribute Theme search materials - 9/18
  - Distribute reflections memo
  - Promote program
  - Collect Artwork
  - Submit to judges
  - Advance to Nassau - TBD date in December
  - Collect from Nassau - TBD date in January 2018
  - Organize trophy ceremony - Spring 2018
- Additional Comments:
  - Reflections is such an awesome program. Children can make a movie, choreograph a dance, write an essay, draw or paint a picture, etc.
  - Local artists judge the art and select school winners, some move on to Nassau County
  - Only get about 7 kids each year
  - If your child does something related to the theme in school or anytime, just save it and submit.
  - 2 artists move on from each category, so there is a lot of chances to move on
  - Mrs. Dano commented on what an amazing job Mrs. Hellman does each year
- Motion approved by Randi Jankowski and seconded by Julia Santiago

#### Social Media

- Chairpersons: Ilene Hellman and Lisa Brzezinski
- Responsibilities: Regularly update the PTA Website, Facebook and Twitter with PTA news and events, use REMIND app
- Goals: To keep PTA members informed of meetings, events and volunteer opportunities
- Specific Action/Steps:
  - Update Facebook about meetings, etc.
  - Update Twitter

- Set-up REMIND app and send info
- Update PTA website

Motion approved by Katrina McGrath and seconded by Stephanie O'Hara

#### **Student Directory**

Patty Selvaggi

- Responsibilities: Compile and distribute Fairfield 2017-2018 Student Directory
- Goal: Distribute directory by October 20, 2017
- Specific Action/Steps:
  - Distribute letter request confirming participation
  - Compile results of information request
  - Production of Fairfield Student Directory
  - Distribution of Directory through classroom

Motion approved by Sue Foran and seconded by Tina McClenahan

#### **Additional Info on events/Plan of Work**

Per Sheila and Christina the following plan of works will be presented at our October meeting: Holiday Fair and United Skates

#### **New Business:**

- Events in need of chairs:
  - Dairy Queen - Lori Dorsi agreed to chair
  - United Skates - Julia Santiago and Sue Foran agreed to chair
  - Winter Bingo - Donna Schaeuer agreed to chair
  - Legislation chair - this is a one day weekend event/conference in the spring. Legislators from all over the state attend and this is a good time to discuss topics of concern and upcoming issues. Still need a chair
  - Spring Event: Lori Dorsi and Dawn Mollica agreed to chair
- Kelly Rowland working on a Paint Night with either pallets or pasta bowls
- SEPTA is hosting a fundraiser with the movie "Wonder"
- Kelly Rowland also discussed "Shoparoo" app and she was getting more info. It is basically an app where you get money back from shopping, similar to Amazon smile, and PTA get a percentage of the money
- Stop & Shop - FF registered again for Stop & Shop program. Use your Stop & Shop card and get money back to FF-PTA. No need to register again if you did last year

#### **Comments:**

Sue Foran mentioned to Mrs. Dano about the Drop & Go line and parents getting out of their cars to drop. Mrs. Dano said she will let security know.

In addition, parents pointed out that people need to be careful on roads around school and respectful to neighbors. Many people seen driving fast, racing to lights, and parking in "no parking zones"

Next meeting is Wednesday, October 11 at 9:45 AM - Breakfast with the Principal  
Meeting adjourned at 8:20 PM



**Meeting Attendees**

Patricia Selvaggi, Joseph Zarco, Sue Foran, Olympia Matthews, Katrina McGrath, Lisa Brzezinski, Cathy , Joanna Cepregi, Maureen Romano, Kim Gonzalez, Marissa Altan, Tina McClenahan, Lauren Klemballa, Kristen Busby, Jennifer Klein, Dawn Mollica, Lori Dorsi, Judy Cronin, Donna Scheuer, Julia Santiago, Marie Festa, Ilene Hellman, Joseph Young, Patty Parente, Christine Iorio, Kristen Malik, Courtney Mullin Gialella, Rashida Henry, Stephanie O'Hara, Kathleen Romano, Tatum Salembier, Kelly Rowland, Ilisa Polansky, Sheila Grauling, Christina Walsh, Mrs. Landman, Mrs. Crimarco, Mrs. Gerhard and Mrs. Dano

