

**PS 198 Executive Board Meeting Minutes**  
**Meeting: 12/2/16 from 8:08 am – 8:37 am**

**Attendees:**

**From Administration-** Linda Shkreli

**From EB:**

Yasemin Aktas-Kocar, Angela Garcia, Georgia Hanford, Phil Horton, Mary Miele, Beth Pilchik, Lisa Rho, Illya Shell, Randi Sklar, Karen Smalls, Elaine Tung, William Ulses, Holly Varsalona, John Walkup

**Agenda:**

**President Updates from Phil & Beth**

**1. Annual Fund Updates - \*As of 11/30/16**

- a. As of that date is- \$20,823 (close to last year's trending at end, Nov \$25K)
- b. Continue to push– timing is perfect for 2016 year-end tax writeoff benefits, 501C3.
- c. Elaine would like to see more participation school wide in Annual Fund to reach \$65K goal- If we can just increase our participation rate a bit, that'd be good.
- d. Participation went up 5% on Giving Tuesday. May try to have more "Giving Days"
- e. Grade with best participation rate gets a pizza party
- f. John commented historically December is our biggest contribution month.

**2. Holiday Concert Led by Ms. Fisk and PTA Thank-You Breakfast- Jan. 22<sup>nd</sup>**

- a. Younger grades Pre-K - 1 will be performing; 2<sup>nd</sup> grade and up in Spring
- b. Georgia is around will oversee this breakfast.

**3. Upcoming 2017 Events - International Night & Auction Updates**

- a. International Night PS 198 & PS 77- Natasha is heading up PS 198 committee
  - Randi is assisting with country flag templates for passports
  - Need volunteers-- all hands on deck for - food, vendors, performers, tickets (want to ensure EB oversees ticket/money aspect)
- b. Auction-
  - Georgia planned a committee meeting.
  - Camps early bird auction will go up in January
  - Committee reviewed tasks; big push for donations.

**4. Alumni Pep Talk - For 5<sup>th</sup> Grade Students ( an idea from Beth)**

- a. Alumni spoke to 5<sup>th</sup> grade students and have lunch. Parents and kids got to ask alumni questions- very interactive and provide perspective on middle school life.

**5. 5<sup>th</sup> Grade Committee**

- a. Beth talked about the approx. 8 things the funds go to- including caps, gowns, t-shirt, tassle, solid gold chain, yearbook, graduation party, trip to Rocking Horse Ranch, etc.
- b. Got a lot of parent support this year.

- c. Beth pitched Katherine and Linda on idea of having a bake sale in school in mornings- The sale raised \$500 school and Sloan Kettering benefited too. The model worked and the plan is to do it again with more parental and community involvement.
- d. A pamphlet will go out soon with tiered- rates. \*The one change is last year, it was \$175 suggested donation and this year it's \$200 per family. The increase is due to adding in ready books fees for test prep \$ this was a challenge in prior years. To benefit test prep, test scores, cost built into dues the \$ to pay for 5<sup>th</sup> grade test books.
- e. Families will be offered a payment plan option the ability to pay in installments
- f. Off the record just amongst EB and Administration, it was noted that rest assured no matter what a family can contribute, no child is left behind and in those rare needed instances, the PTA ultimately covers those costs. But PTA has its own limited funds so it will be stressed to all 3 classes the importance to contribute something to dues.
- g. 1 person in each class meets with teachers and works on year book
- h. So far raised about \$500 bucks but must raise 500 more to cover other operating costs.

#### **6. Soul Cycle Fundraiser Event, Fantastic Kids Fundraiser and Idea Proposal Sheet**

- a. Soul Cycle- A labor of Love by Monica- Amazing event came out of nowhere, raised over \$3,000, \$ goes in the bank and extra income. So many teachers, parents and guests came and had a good time, she deferred costs an extraordinary act and it played out amazing. She is looking into potentially doing another one on a Saturday maybe in June as Soul Cycle welcomed PS 198 back anytime.
- b. Fantastic Kids idea by Randi- Families saved 10% and many also purchased "wish list" items to benefit our schools' recess program and Playworks - hula hoops and many games and activities donated. The school earned 10% back of all sales as well.
- c. The new "Idea Proposal Sheet" Process
  - This process was put in place to streamline and put some structure around EB reviewing ideas first and then the feasible ideas going on to Administration for further review
  - It will be posted this week on PTA website. And PTA EB secretary team will keep track of all ideas submitted (approved , not approved and "tabled" ideas)

#### **7. Other News / Open Forum**

- a. Heidi is leaving our PS 198 community. We thank her for all her contributions over the years - Matron of our Auction. Beth and William will help see her off with a thank you card and breakfast to say thank you and anyone else who wants to join. The Auction is one of our most profitable events and for her was a labor of love for many years. Her 2-217 class will also do a small breakfast
- b. Next EB meeting- Either 1/6 or week of 1/9. Details to come in January after break.