

**PTA MEETING NOTES**  
**Tuesday, November 19, 2013**

**Summary**

At the third meeting of the PTA Lisa discussed the quality review scheduled for December 4th and 5th and explained how the new K enrollment process would impact PS3. Susan Heldon presented on the new science program for 4th and 5th graders. The PTA voted to pay cooking room interns and a proposal was presented by Ruby, the computer teacher to purchase new Chrome Books to replace broken computers. Other funding was granted to the PAC and Safety Committee.

**Introduction (Henry)**

- Henry: Welcome all and especially teachers. (Dana was out sick)
- 11/19 meeting agenda approved
- Minutes from 10/15 meeting approved

**PTA Report/Announcements (Henry)**

- Satya Jewelry Sale/Fundraiser 11/20, all invited
- Highlighted new means of communication - newsletter, volunteers/committees
- 3Fund and Fundraising moving ahead. Population of school has grown; budget has grown.
- Marathon Team raised 18K profit (90% from outside)

**Treasurer's Report (Nicole)**

- Rebuilding PTA financials from Quicken to Quick Books to provide better information
  - Income statement will be presented at future meetings; comparison data available via email. To request email of financials contact: [treasurer@ps3nyc.org](mailto:treasurer@ps3nyc.org)
  - Financials are not posted online.
- Discussion followed on how and what financial information should be provided at meeting. Treasurer's goal is to streamline.
  - One teacher noted that Teacher Assistants are the most important funding line. They would like to see more assistants in the classrooms.
  - Teachers noted that reading assessment require (at least) 15-20 minutes per student. These are done orally for younger students and some require double testing. Teaching assistants are needed for support.
- Discussion on Teaching Assistants and Student Teachers followed.
  - One parent noted that more adults in classroom has been a long request and was included in the 2012 Charrette.
  - Lisa noted that we now have 4 assistant teachers--often referrals; they need to carefully assessed and need to determine who manages assistant teachers.
  - She also noted that we now have 20 paraprofessionals. A significant increase from prior years. The number of administrators has NOT increased.
  - Per Lisa, quality of student teachers varies. The Universities places student teachers. We do not get ability to assess; some are qualified, some are not.
  - Regina collects requests from teachers; university assigns based on need request. Some former student teachers are working at PS3. Teacher needs to manage and evaluate student teachers; extra work.

**Teacher's Report (Susan Solar)**

- Question posed to teachers: What would you like parents know?
  - Children are happy; be on time, let your child unpack themselves, carry their own belongings, children are excited to learn, excite to go on various field trips

- With regards to optional activities in school, a 4th and 5th grade teacher noted that teachers work really hard on what and how to teach. They have to pick and choose. Every time we add something, something else has to give. Noted that Artist in residence is awesome. Optional activities are nice (i.e. cooking room, swimming), but may not fit for everyone.
  - Lisa noted that It's more about a mindset. Teachers can opt in to activities. PS3 is trying to teach core and offer optional activities, but we cannot expect to have it all. It's nice to have a menu of optionals available.

### **Principal's Report (Lisa)**

- PS3 is ip for **quality review**. 2-day inspection Dec 4th and 5th by Mariano Guzmann; School will be spiffed-up; following guide provided provided by DOE. Expect this time to be nerve-racking for staff.
- **Extra assessments this year**: Writing assessment of all students followed DOE structure. In the past, we've made our own.
  - Baseline for end of year assessments.
  - 3rd grade had to do math assessment as well for baseline.
  - Work and cooperation here is humbling and really appreciated.
- **New K enrollment process for next year** in addition to zoning changes. This will be the first time we've had our own zone.
  - Online app must be filled out by parents; prioritize schools (similar to pre-K process). Parents can go to school for help with online app.
  - If 1st choice is zone school, student will get in. We will be able to accept students from outside of zone if there's space--positive change.
  - DOE published order of how to prioritize enrollments.
  - Less attractive part is that kids can be moved once school starts if space opens up in their first choice school. Cut off is Oct 11, 2014.
  - All per capita funding - if we lose children prior to 10/11 this can impact monies received from DOE.
- Parent asked why such a late date? Lisa surmised that DOE wanted to give as many students first choice as possible.
  - Lisa noted that system functions in a way that is not educationally send. Lisa also noted that in the past we've had surplus due to late year funding.
- Parent asked what happens if there is no space in zoned schools?
  - Lisa noted that Foundling school will be opened; there should be space.
- Important to get the word out to families; complicated.
- Current pre-K families enrolled at PS3 must go through this process.
- PTA has discussed doing Preschool outreach to feeder nursery schools
- Prior to December 4th site visit:
  - Terry requested help in cleaning up 408.
  - Jessica (Games) requested help cleaning up shared equipment space in Auditorium.
  - Other teachers requested help cleaning up the staff room above the office.
  - Lisa requested that we post on the walls to help make the school loom more visually exciting -- show class work /art and promote school activities
- Parent noted we go an A on reports. Lisa noted at parent survey's helped and staff worked hard (as always)
- With regards to activities, Jessica noted that the K club has a running program. Parent noted that NY Road Runners offered a running Fundraiser for Kids and Schools.

### **Susan Heldon's Report Science Instructor**

- 4th and 5th grade only
- Crazy start coordinating with teachers; getting on the same page with what teachers want
- Susan goes into classrooms; cooking room too small for lab, but would like to use cooking room especially with food and nutrition section.
- Science program dovetails well with composting and cooking
- No common core for NYC science, but we are keeping consistent with other states.
- 4th graders are tested on science, but teacher noted that the test is not hard to prep for. Already in class planning.
  
- Teachers asked if Susan could help with science-oriented field trip prep.
- Teacher noted that they need time to plan with Susan. Currently, they have only 45 minutes per week to do planning. How can teachers get ore planning time?
  
- Susan noted that classes are at different places with regards to understanding scientific processes (i.e. forming a hypothesis). In some classes, Susan may need to do more or less background work to bring students up to speed.
- Parent noted that we should expect a bumpy start, but it's very exciting despite growing pains.
  
- Shino was not available

### **Business of meeting**

#### **Cooking Room proposal for vote (Marion)**

- \$6,000k to pay volunteer instructors (\$15/hr).
  - Goal is to retain people and continuity. All have culinary backgrounds.
  - Henry noted volunteer support needed; suggested partnering with Susan Heldon (science)
  - Marion and Claudia would like to get more people involved int he cooking room. Curriculum is done.
- Parent asked why do just don't ask parents whose kids use the cooking room to cover the volunteers?
  - Marion noted that parents are paying for ingredients, but they felt that asking parents for extra funding (\$35) would be difficult.
- Parent asked for clarification as to whether this will be an annual budget line.
  - Marion noted that this falls after all specials; it would have to be voted on every year.
- **Funding approved.**

#### **Proposal to purchase Chrome Books to replenish broken computers (Ruby)**

- Approx. \$9,200 requested to purchase Chrome Books
  - Computers currently moved from classroom to classroom on cart.
  - Hard to keep track of what computer(s) teachers use. Ruby passed around a Chrome book that she tested.
  - Children/teachers would through a Google account; can access at home or through any computer. Login through dedicated class email.
  - School has firewall to prevent mis-use.
  - Per Ruby, Google will not do donations.
  - Extended 2-year replacement plan costs \$80 extra per unit - increases price by approx. \$3K.
- Parent asked if there was DOE funding for technology?
  - Ruby: Yes, but small \$5k/yr. Lab is up to date.
- Henry asked about donations from parents?
  - Ruby noted that donations from parents were in poor state.

- Teacher noted that she asked for laptop donations, but had no response. Also, donated computers need to be scrubbed, so a volunteer is needed to do this.
- Parent asked who paid for the K/1 iPads?
  - Ruby: Paid for in DOE funding. Lisa would have more info.
- Henry asked parents to email PTA with additional questions. Proposal will be voted on at the next PTA meeting (12/10).

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### Food, Grow, Play (Anna Rice Yaffe)

- Big clean up scheduled for Thursday 11/21 after drop off. Plus garlic planting.
- Two composting systems in place: One for children's snacks (in the garden). Second NY Dept of Sanitation organics collection (in the gymeteria during lunch)
  - K/1s need help with composting

### Safety Committee (Nick Day and Meeghan Sinclair, Camrym Ramgoolie)

- Made request to DOE for second school safety agent (roaming agent). Parent petition. Noted that other schools have two.
- Vote from last year to add non-auditory door alarms. (Light illuminates at security guard desk.) In-progress.
- Requesting \$500 funding for visitor stickers to be (name/date/visiting). Impacts ALL visitors including parent entering outside of drop-off/pick-up. Lisa has approved.
  - Discussion followed about managing this system. Concerns were raised about creating a bottleneck in the lobby with people coming and the use of other ID systems for frequent visitors.
  - Nick noted that other schools (PS11 and St Luke's) use picture ID system.
  - More research as to what is being done elsewhere.
- Parent asked if stickers would make the security agent more accountable? Security guard does not require parents to sign in once he knows them.
- Parent motioned to approve \$100 for test. Vote passed 16:9.
  - Due to limited support Nick suggested further discussion and invited everyone to come to the meetings 1st Friday every month

### PAC Stephen Duncombe

- Focused on education action policy. Current focus is high stakes testing - what is it.
- Tabling and information session set up for Jan 8th; Working groups will follow in the spring.
- Noted that last year PAC was budgeted for \$1,800, but only \$500 this year.
  - Requested additional \$900 to cover costs of facilitators and set-up.
  - Motion approved.

Closed with a special thank you the Square Dance team - Nancy Fey, Sue Unkenholz and Anna Rice Yaffe

Meeting adjourned 8:19pm

