

TO BE APPROVED BY MEMBERSHIP AT SEPT. 2021 MTNG.



JUNE PTA GENERAL MEETING MINUTES

Date, Time, and Location: Wednesday, June 16th, 2021, 6pm, in-person in BHS Library Courtyard and via Zoom Video Call

Board Members Present:

Kenya Blount (President), Judy Inosanto (Treasurer), Esra Dayani (Secretary), Members At-Large: Peg Fox, Julie Underwood. Admin and/or Staff: Miguel Negron (AP), Anna Karageorgis (Parent Coordinator), Renita Garrison (Guidance Counselor)

(At least 8 association members, including a minimum of 2 board members and 6 parent members present; a quorum was reached.)

- 1. CALL TO ORDER** Meeting was called to order by President, Kenya Blount, at 6:07 pm
- 2. APPROVAL OF MINUTES** May Minutes Approved by Membership (link to minutes shared in meeting announcements and in chat)
- 3. PRESIDENT'S REPORT - Kenya Blount/ ptapresident@k497.org**
 - **Final Review of PTA Budget** - budget and proposals posted on Zoom chat for review of line items proposed in budget include:
 - **CHANGES ALREADY PROPOSED** (some are very minor):
 - **Item #1 is for IB Exams**; on the existing budget we have \$750 per student; the proposal is for PTA to cover roughly 10% of the population (i.e. 10 students) so need to clarify and edit the line to be \$7500 for 10 students.
 - **IB Teachers PD**: currently in the budget is \$5000, no changes there.
 - **Field Trips & Subsidies**: admin is asking to increase past line of \$1280 to consider that costs are approx. \$10/student so the number is closer to \$2k; the proposal is for line to be increased by \$800 for total of \$2080
 - **Library & Support**: TBD. In the past it ranged from \$700 to \$4500 over the past 2-3 years; there were no expenditures last year so the new line is TBD and will remain the same until meetings in fall as potential costs are discussed/voted on.
 - **Math IXL Subsidies**: in the past it was \$1300; in this most recent year it went down to \$600 so this line would be a decrease.
 - **Technology**: in the past the line has been \$15k; this year with the STEM Grants that are in place, we're going to leave that in place but throughout the year will be good to consider reallocating that money to other lines b/c of the sizable (\$200k) BK Borough President STEM Grant awarded prior to pandemic and still not allocated/spent. Will need to determine where these monies would better serve the budget.

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- **After-School Teaching Arts** - this line has been in the budget in the past to help cover after-school programs but currently has no amount allocated; proposal from admin is for PTA to cover \$3k - this would be a new change to the budget.
- **Grade Team Grants**: admin proposal is to increase this amount more of a range from \$5 to \$8k
- **International Trip Scholarships** - TBD depending on trips that may be determined in the upcoming school year and will need to be further discussed by incoming PTA .
- **8th Grade Graduation Expenses**: a line exists for \$2k; proposal is to increase the 12th Grade Graduation expenses also to \$2k (this would be an increase of \$1k).
- **Teacher Holiday Luncheon & Teacher Appreciation Week** line items would be combined and would go from \$1500 to \$1900
- **Konstella**: line item is \$600 which would stay the same.
- NEW PROPOSED ITEMS:
 - **MailChimp** cost of \$480;
 - Anna: she uses it for the monthly Parent Newsletter and Jacqui also uses MailChimp for Student Newsletter; there is a free version but we may need to cull/clean up the addresses on the distribution list
 - Judy: suggested we fold in MailChimp costs of \$480 into a general 'Communication' or 'Distribution Tools' that would combine Konstella costs that would be ~\$1500; further discussion & research required to determine if Konstella has capability for a newsletter
 - Anna: Mailchimp allows for clearer access to list of items; Konstella is more for announcements; Meryem has used Konstella's newsletter option but this needs to be further researched and admins added.
 - Kenya: Proposal to increase line item to \$1500 (to have some flexibility) with caveat to have Karen Furth and Kate Rubin to look over the distribution list and see if we can reduce to free version with proposal seconded; all in favor. Line changed (The Free MailChimp plan includes up to 2,000 contacts across all audiences in your account, and up to 12,000 email sends per month).
 - Goal: to have a Communications Meeting in September 2021
 - **Poetry Slam Prizes**: new line item of \$150 for prizes to be folded into budget
 - **Annual LGBTQ+ Panel**: addition of \$400 line item for monies to be given to participating panelists (approximately \$75 was given to each participant this year)
 - **Event for Graduating Students and Their Parents (A Family Event)** - 8th & 12th grade recognition events
 - This line could be combined with main Graduation costs (item #10 and #11)
 - Kenya's additional proposal: increase 8th/12th grade graduation lines to go from \$2k each to \$2250 each to include this Family Event; change put to vote and adopted.

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- **IB Training Costs** - line of \$7500 (to be discussed further and more people need to step up for Budget Meetings!)
 - End of Year Budget must be submitted to DOE Central by Jun 30, 2021
 - Membership asked what total amount of line items changed to (final dollar amount); discussion tabled until end of this meeting in addition to Emergency Budget Meeting scheduled for final week of school to finalize all details before amended budget turned in to Central. Only four or five items will be amended.
4. **ELECTIONS for 2021-2022 School Year:** Determine PTA member to act as Nominations Chair. Outgoing PTA President (not running for any office) will serve as Nominations Chair; approved by membership in person and on chat.
- Open Positions are for: Co-President (one member from High School and one from Middle School); Recording Secretary; Treasurer and Co-Treasurer; and Members At-Large.
 - **Co-President Nominee (HS)** who has already come forward:
 - Dr. Meryem Bencheikh-Ellis; Kenya calls for any other nominees (on the Zoom call or in-person and no other nominees came forward). Meryem accepted nomination and said a few words: *"Hello everyone, my name is Meryem. I'm honored to be part of this gathering this evening and the opportunity to run as a co-PTA President for BHS. I am a mother here of a 10th grader going to be a junior; my background, I am a Phd in molecular biology and I came here to do HIV research. Then I became a mom and devoted all my time to being a mom, I have 5 kids. I love the outdoors, I love sports. I am very competitive and sportsmanship counts. I really look forward to a very exciting time here at this school. I love events, to get people together to make our network stronger; including everyone, not forgetting any minority. And I'm honored to have a chance to speak my voice and be part of this team!"*
 - Kenya: since the position is uncontested, a move from floor can be made to elect a candidate. Kenya motioned, Esra seconded; **Meryem Bencheikh-Ellis** is elected for the role of Co-President!
 - **Co-President Nominee (Middle School):** Kate Rubin
 - Kate Rubin has been nominated and accepts the nomination; Kenya calls for any other nominees (on the Zoom call or in-person and no other nominees came forward). Nominations close for Middle School Co-President
 - Kenya: since the position is uncontested, a move from floor can be made to elect the candidate. Kenya motioned, Esra seconded; **Kate Rubin** is elected for the role of Co-President!
 - A few words from Kate: *"Hi everybody, I'm Kate Rubin. I have two kids; a soon to be 9th grader and a soon to be a 6th grader here so I've already had the pleasure of three years here with my son and looking forward to another seven here potentially! I'm honored to partner with Meryem, I'm excited to be back in person and I think we're gonna do great things! My background is in graphic design specializing in strategy; I love working on teams, I love creative problem solving. I've served on PTA Boards in the past and I'm excited to work with all of you!"*
 - **Recording Secretary - ROLE STILL NEEDS TO BE FILLED**

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- Esra, current recording secretary in position: *"...this is a great opportunity to get to know the school and the PTA; main requirement is to attend board and general meetings to take notes but anyone can make of the position what they want if they want to expand the role and do other things but notetaking is/can be just that!"*
- Nomination Chair, Kenya Blount calls for nominees from the floor; no nominees
- Position will be re-visited in fall expedited election (which must occur by Oct 31st).
- **Treasurer**
 - Terri Desai is nominated and accepts the nomination; Kenya calls for any other nominees (on the Zoom call or in-person and no other nominees came forward).
 - Kenya: since the position is uncontested, a move from floor can be made to elect the candidate. Kenya motioned, Judy seconded; **Terri Desai** is elected for the role of Treasurer!
 - A few words from Terri: *"Hi, I'm Terri. Still in hibernation mode so this is hard and I know it's getting late but...I have a daughter, she is entering 7th grade. I'm really excited to be a part of the school; I felt like I wasn't able to do as much for BHS as I would have liked to this past year so I'm hoping to rectify that and work with all these lovely people this year!"*
- **Assistant/Co-Treasurer - ROLE STILL NEEDS TO BE FILLED**
 - Nomination Chair, Kenya Blount calls for nominees from the floor; no nominees
 - Position will be re-visited in fall expedited election process (by Oct. 31st).
- **Fundraising Coordinator:** nominations from floor Dayna Solomon - she had already left meeting; further nominations - this has been a tough year to raise money and going forward we are really going to need this role filled so that we can continue to support important events at the school - we could really use people helping in this role. We had one parent, Dayna Solomon who put together the virtual auction but one person can't do it alone.
 - Nic Houselog from Zoom meeting chat suggests we nominate and move forward with Dayna and see if she accepts later; this is unfortunately not allowed.
 - Call for members from the floor to self-nominate; you would have a lot of help and be supported by the entire board; Kate Rubin, newly elected Co-President, used to run fundraising at PS133 and would support you; you can make of the position what you want; Nic has ethics-related conflicts with his job so cannot run for this role; but we can try again in October to have an expedited election for this role.
 - Graduating general member Sandra Lawrence suggests that we form a Fundraising Committee to meet once over the summer to at least get discussions going and perhaps a person for this role would emerge from that group. Newly elected Treasurer Terri suggests we let incoming parents know about the role so they have a chance to step up.
 - Julie Underwood suggests she might run for the role but that as a newer 7th grade parent she asks that parents with more knowledge of BHS fundraising history help her out; Nic says he will be her unofficial helper along with Judy Inosanto
 - Julie self-nominates for role of Fundraising Coordinator; no other nominees come forward so motion to elect Julie Underwood is proposed, seconded and **Julie Underwood** is elected!
 - A few words from Julie: *"Hi everyone I'm Julie Underwood, I have a 7th grade son, he's a rising 8th grader. So I'm excited to work with fundraising. I've done it before with non-profits so...we'll do what we can!"*

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- **Member At-Large**
 - Member asks for role definition/what the role does: Member At-Large attends monthly board & general meetings; filling in in the event a voting quorum needs to be established; assists with administrative tasks; average hours of work per week would be 2-3; helpful skills to have: Google suite; someone who enjoys pitching in where you can and who wants to help the PTA but is not quite ready for a board position.
- **Judy Inosanto** self-nominates for a Member At-Large role. Judy accepts nomination.
- Meryem nominates: **Esra Dayani** - Esra accepts nominations
- **Peg Fox** self-nominates; nomination seconded!
- **Tameko Jackson** self-nominates; nomination is seconded!
 - Motion from Nomination Chair Kenya to elect uncontested Member At-Large nominees is proposed and seconded. **Judy Inosanto, Esra Dayani, Peg Fox and Tameko Jackson** are all elected as new Members At-Large!
- **ELECTIONS ARE CLOSED (with Special Expedited Elections to be held in the fall for the roles not filled: Recording Secretary and Assistant Treasurer; BHS website will be updated to reflect the new board members.** A few words from our (amazing!) outgoing President, Kenya Blount: *“Congratulations to all of our newly elected members! It’s been a pleasure working with everybody and the school staff over these past couple of years. As I told a couple of people I got nominated six years ago to be a member of the PTA ; the PTA had become defunct and they’d had an emergency meeting and my my ex-wife at the time called me and told me she was there at the school and they were having an emergency election and she said she had been nominated as the Treasurer and she asked if I might accept the nomination as Vice-President and I did. The funny thing is that we went to one meeting together and then she never showed up to future meetings but here I am several years later! I stepped away a couple of years and I came back this year b/c we did need to fill some positions so for all those folks who did step up this year, thank you and congratulations. It’s a lot of work, but the more hands that are involved, the less work it is for everybody. And even for those folks who are not elected members or whatever just participate on the calls and just give your input; it makes it easier for everybody. And, most importantly, and part of the reason I got back involved is b/c I didn’t want to be someone sitting on the sidelines and since I always consider my child my most valuable asset and I’m just asking that everybody invest in your most valuable asset which is your child. Just by participating in these one hour calls for the month; and if you’re on the PTA executive board two hours a month for a call - it is the most important thing you can do! So thank you all!”*
- Big thanks to AP Negron and Ms. Anna who were at every single meeting; we could not have done it without them; they put the ‘T’ in the PTA!
- Call for a screenshot of the Zoom of all members!

NEXT GENERAL PTA MEETING: Fall 2021 (exact date TBD once new board determines schedule)

UPCOMING BOARD MEETING (all are welcomed): Fall 2021 (date TBD)

ADJOURNMENT: 7:12 pm by the President. Thank you EVERYBODY!

Minutes compiled by Esra Dayani, Recording Secretary

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