

## **Huntington School Parent-Teacher Organization**

### Meeting Summary

October 11, 2018

#### **Board members in attendance:**

Meghan Vitale, President  
Ann Yarka, Vice-president  
Erin Mallory, Secretary  
Emily Pascale, Treasurer

**Administrators:** Joanne Harlow, Principal

**Others:** 2 staff members, 3 parents, 3 students

#### **Welcome**

Meghan thanked everyone for coming and introduced the board members.

#### **Board member reports**

- Treasurer's Report: Emily reported that class balances are available, need to be sent to each teacher. Meghan will forward them.
- Emily gave an update on the raffle - \$458 dollars have been collected so far (equals 229 tickets @ \$2 apiece). The \$458 is before cost of prizes (\$225), profit to date is \$223. 8<sup>th</sup> grade reported not having enough tickets. Tickets due November 1<sup>st</sup>. Winners will be drawn November 2<sup>nd</sup> at the family dance.
- Emily reported on Charleston Wrap fundraiser – Orders to be turned in by October 31<sup>st</sup>. No questions yet on the fundraiser. Emily has noted several online sign ups to sell product.
- Emily also gave an update on Box Tops. She will be taking over the Box Tops program this year. Box Tops for fall payment are due by November 1<sup>st</sup>. September's class winner is Lazzaro's 2<sup>nd</sup> grade class. Class prizes this year will be pencils instead of food.
- Karate has begun, has had three classes so far, Ann reported that the program lost three previous students to other sports/activities this year. However, it has gained 13 new students for a total of 26. All students doing well.
- Family Dance is Friday, November 2<sup>nd</sup>.
- Bake Sale will be election day, Tuesday November 6<sup>th</sup>. There is no school. We will be accepting donations for the sale. Also need volunteers to work bake sale. Flyers will go to students.

- Meghan reported on picture day. First day (today) was grades 1-5. Went well, Meghan was here all day. No issues reported. Ann will be at school on Friday 10/12 for grades, pre-k, K, 6-8. Retakes will be 11/16.

### **Old Business**

- No old business to report

### **New Business:**

- Meghan spoke on updating the Bylaws; proposed tabling approving the bylaws until January. We have a draft ready that “modernizes” the bylaws (last amended in 2009) to include items such as website and email communications and outlines the current fund request procedures (the draft is available on the PTO website). Need to continue conversations on how class money can be spent. Would like to add sections specifying what are allowable and unallowable uses of class and PTO funds. Also, there are questions on where funds go after a teacher moves grade levels, as well as unspent funds in class accounts at the end of the school year. Additional research is also needed for maintaining 501c3 status, because this carries specific requirements for the organization’s bylaws. Bylaws must be available for review one month prior to approving them, so we cannot vote on the update at our November meeting. Would like to have changes completed for review in December, so that we can bring them up for a vote at the January general meeting. Meghan motioned to table approving the Bylaws, Ann seconded. No objections, no abstentions; the motion was approved.
- Mrs. Harlow reported on the Title 1 Parent Involvement Plan. She explained that most schools in the district receive money (approximately \$6000) for parent involvement activities. The PTO Board members met with Mrs. Harlow previously to discuss this year’s proposal. Huntington’s 2018-2019 proposed plan is:
  - \$3615 for staff costs for attending student science fair (3 teachers), Curriculum night (37 teachers), and 6<sup>th</sup> grade transition night (5 teachers and 2 counselors).
  - \$1085 Wegmans gift card for light refreshments
  - \$200 for Supplies for curriculum night
  - \$1100 for Supplies and Resources for Parent room

There were no additional questions or comments on the proposed plan.

### **Administrative report**

- Mrs. Harlow presented the NYS assessment results. Packets with data were available at the meeting for review. Presentations with results will be available on the Huntington school website. The school should be notified of its state designation by the end of October. Mrs. Harlow did not know when parents would receive their individual students’ results (last year they were mailed to parents).

### **Presentation**

- Mrs. Harlow gave an update on the renovations. The parking spots for the buses were marked out in the gravel and 12 buses were brought in to fit into the parking spots. All 12 buses fit without issues, so the loop will be paved and permanent striping added. Curbing for the bus

loop will go in Monday. Mrs. Harlow explained that due to buses coming from other schools, we will not have 12 buses in the loop at once. Even if all buses were to arrive at the same time, to control dismissal, only 3 buses will be loaded and dismissed at a time. Meghan then questioned why the bus loop needed to be designed to hold 12 buses if the plan is only to ever load 3 or 4 buses at one time. There were questions from parents about how the bus loop will operate once the renovation is completed, specifically, will buses be dismissed before walkers? Also, will walkers exit the building through the front doors, and how will parent pick-ups work? Parents and Board members stressed the need for parents to be involved in the planning for the arrival/dismissal operations once the renovation is complete.

- Until the new parent pickup is completed, walkers will still be dismissed from the doors by the cafeteria. Parking and safety concerns in the current (temporary) parent drop-off/pick-up loop were brought up by parents. Concerns included: parents other than those picking up pre-k and kindergarten students taking up the parking spots and using the parent loop unsafely in the afternoon. Parents proposed eliminating the parking spots along the west driveway (leading to the current parent loop) entirely to create more driving room, or completely closing the parking lot to all traffic except buses. Mrs. Harlow stated that those are not possible solutions, due to push-back from parents who want to be able to drive up to the main door, and staff and security are doing their best to control the parking lot.
- Meghan asked if it was correct that she heard that Sunnycrest was going to be dug up soon. Mrs. Harlow reported that any day a portion of Sunnycrest would be closed to connect sewers to the new construction. Meghan reiterated her suggestion to have the City move the curb on Sunnycrest, to narrow the portion of the road in front of the school and noted that she had contacted City Councilors Rudd and Driscoll, as well as DPW and Engineering staff, to inquire whether this work could be coordinated with the upcoming sewer work. She noted that Councilor Rudd had responded to this inquiry and had contacted the District's Facilities staff, who stated that only a small portion of Sunnycrest Road would be cut for the sewer connection so it would not be feasible to expand the project at this time.

Meeting adjourned at 8:15pm