



**PTA General Virtual Meeting Minutes  
Thursday, November 12, 2020**

**Call to order at 7:04pm**

5 Executive Board Members and about 51 in attendance.  
Meeting held virtually via the Zoom platform.

- Brief introduction of new board
  - Elaine Wong & Simone Dornbach - Co-Presidents
  - Onome Atie-Egone & Shirley Chun - Co-Secretaries
  - Rohit Misra - Treasurer
- Community Engagement Guidelines  
This is to ensure our meetings and the PTA is a welcoming environment that promotes cordial and open dialogue.

## COMMUNITY GUIDELINES

To provide a welcoming and safe environment for all and to ensure a smooth and productive meeting, please see the Community Guidelines below.

### Community Do's

- Keep discussion **positive** and focused on our school community
- Use language appropriate for a **caring and respectful** community
- **Constructively** raise issues for discussion
- Actively listen for **understanding**
- Work together to devise practical **solutions**

### Community Don'ts

- Do not **put down** or make inflammatory statements or allegations against individuals or other organizations
- Do not **discriminate** in any way
- Do not **bring up** concerns, problems or conflicts with individual parents, teachers or administrators.

*Bullying of any kind, including insulting, targeting, or excluding any individuals will **NOT** be tolerated.*

*If you have any questions or comments, please email the PTA Executive Board directly at [303pta@gmail.com](mailto:303pta@gmail.com), thanks!*

**Motion to approve the minutes from the October 2020 meetings** - Onome Atie-Egone

- Motion carries for approval of Thursday October 8th (monthly meeting) & Monday October 26th (special meeting) PTA meetings

**Co-President's Report** - Elaine Lee-Wong/Simone Dornbach

- D28 Community/Educational Meetings Report - Simone
  - Check-in on how helpful this report is and how to better disseminate this information
    - Include in weekly newsletter
    - Move condense form to end of meeting (after new business)
    - Individuals can reach out to Simone for information as needed
  - Blended learning opt-in ends 11/15
    - CEC - currently drafting a resolution against reduced opportunities for opting-in to blended learning. Families that will be affected by this decision please send an email with your concerns to CEC. To contact the CEC: [cec28@schools.nyc.gov](mailto:cec28@schools.nyc.gov)
    - Middle School Admissions - delayed
    - Will not close on 12/5 as planned additional time to be added
  - Ipads
    - 100,000 ipads ordered - distribution in 7 - 8 weeks
  - CEC President, Vijah Ramjattan, introduced a resolution to have Diwali as a public school holiday - passed by the entire CEC D28 council members. <https://drive.google.com/file/d/16Tf5Q-6pmlVPMzSBADDA7bXNMIM7Xn57/view>
- PTA Ongoings/Business
  - Opt-in dates for blended learning ends on 11/15/2020
  - Mask chain fundraiser with Ms. Weissbach (former AEA Pre-K teacher)
    - We have received a few orders
    - If interested, please place your order. Mask chain order form: <https://forms.gle/RwXx4oC3a8iaFB1U6>
  - Required AEA forms - an email went out from AEA today (11/12) and it is posted on our facebook page. Many families have not sent back the required forms (blue cards, photo consents and school impact forms). Please check your email and complete and send back all forms (3) to school. The school cannot send out any videos or photos without the photo consent form (e.g. the recent harvest parade video).

- Go Math/think central update - Vartges Saroyan
  - Discussed in the PTA 10/26 special meeting - PTA to fund the digital license for up \$7000 but we agreed to reach out to the company to negotiate price. After speaking with the company we were able to get it for **free**. Thank you all for your support.
  - We got a 30-day grace period but note that NYC city public schools are getting free access to the online/digital portion. We are working with the district to get this free access.
  - Teachers have access with the exception of an assessment guide (might be due to a recent think central upgrade). Working with Mrs Bates and HMH to get what is missing.

### **Treasurer's Report - Rohit Misra**

- October 2020 Financial Report
  - Opening Balance: \$36,778.53
  - Income: \$18,562.80 (Annual Appeal (\$17,500) & 1st Day School Supplies Fundraiser(\$968.00))
  - Expenses: \$370.88 (Reimbursement & Website Hosting)
  - Ending Balance: \$54,970.45
- Annual appeal update: To date we have collected - **\$22,404.91**. That is a 26% school participation. Annual appeal donations are still welcomed in any amount. Also, if your company participates in matching donations, these are also welcomed.

### **School Leadership Team (SLT) Report - Maria Scoloveno**

- SLT met on Wednesday 11/4/2020
  - Introduction of newest members of PTA to SLT
  - No update on Comprehensive Educational Plan (CEP) - CEP is an integral part of the SLT. SLT is mirroring a lot of the strategies from last year. If interested you can find this information on the AEA PTA website under the SLT tab.
  - COVID testing - Testing will be every Wednesday. Student selection is random - school will not know who is picked until Wednesday morning. School will notify the family if your child is screened (documentation is sent home). The testing has revealed that some students do not know

their birth year and/or address - this information is needed to confirm the student's identity. Please review this information at home.

- Report cards - were distributed on 11/5 via DOE school accounts. Option available to print pdf version of report card (scroll down to bottom of page). Please pay attention to comments provided by teachers in the report cards. Future marking periods will follow our past grading policy.
- Remote/ Blended learning opt-in - Only time to opt in for blended learning. Deadline is 11/15. PTA sent out an email and it also was discussed earlier today. If you have concerns please let your voices be heard.
- The SLT needs an official recording secretary - Ms. Garger volunteered to hold this post.
- iPad - 100,000 ordered - all our families have logged in - this means everyone has some form of technology access. There is an order for distribution of ipads - e.g. families in shelter etc. If you know anyone that has a dire need please let SLT and PTA know so we can help escalate.
- Parent coordinator - Interviews conducted none selected thus far.
- IEPs - everyone who needs services is receiving services

## **Committee Report**

- PPE Committee Update - Jennifer Chan and Shirley Chun
  - Goal:
    - to ensure safety of all our children
    - to purchase 400 individual plastic desk dividers to use in classroom - not fail proof but a reassurance for parents and teachers
  - Benefits and limitations reviewed
  - 3 options reviewed - each option meet these criteria - made of safe plastic, light weight, and inexpensive (under \$10,000 for all 400)
    - Option #1 - Amazon cough box - 16 inches, comes with handle, folds, cost \$6000 (committee prefers this option)
    - Option # 2 - Amazon sneeze guard, 17 inches, additional cut outs and handles, cost \$7,200
    - Option # 3 - shop hop sneeze shield, more rigid plastic, comes in different sizes, no handles or cut out, can adhere to desk, cost \$5200 - \$6,400 depending on size
  - Q&A about plexiglass - from chats and live questions
  - Poll: Do we want the PTA to fund plexiglass for desks for AEA classrooms?
    - Yes - 36% (12)
    - No- 58% (19)
    - Abstain - 6% (2)

- Plexiglass can be brought up at a later time if things change
- Suggestion to survey a larger family pool (not just the family at today's PTA) to get a better representation
- Racial Equity Committee Update - Rachel Janowitz
  - 1st parent discussion next week - send email to [303racialequity@gmail.com](mailto:303racialequity@gmail.com) if interested in joining
  - Exploring ideas of how to reach out to the larger school community for better engagement and sharing of resources. E.g email and/or blog. Also, if you have suggestion please reach out via email

## **New Business**

- 1st Day School Supplies/Contract - Elaine
  - Maria 5th grade mom leaving next year so PTA will help if agreed on
  - Also functions as a fundraiser
  - Motion to continue to using above vendor - passed with virtual and live thumbs up
- Supporting AEA Small Businesses
  - During the peak of COVID our PTA supported AEA families with small businesses by sharing about these businesses via email blast. AEA families that own small businesses shared about their business and the PTA shared via email to the rest of the community. No commercial benefit/ties to the PTA.
  - Motion to allow AEA families with small businesses share about their business via email/ flyer sent by PTA - passed by virtual and live thumbs up.
- Nurse Yana/Ice packs for the children
  - Case of 125 for \$57.99 - request for 2 cases.
  - Motion to purchase ice packs not to exceed \$150
    - Motion passed by digital and live hands raised
- Q&A - For parents
  - Any plans for virtual fundraisers?
    - Facemask chain - going on now
    - Double Good popcorns - was popular in the past. The virtual option has a limitation - the window for purchase is only 4 days. We will set up one for next week.
    - Usborne Virtual book sale - still in the works - no monetary value, but we get books for school
    - In spring:
      - Picture Day
      - Miss Chocolate

- Read-A-thon - researching other companies that offer the same but better monetary return.
- Restaurants fundraisers -
  - COVID pandemic
  - Not all families live around the restaurants
  - Happy to set up if majority want
- Any Plans for Winter celebrations?
  - Not a PTA decision - the school makes these decisions.
- Options for every student to go back to in person learning - Has anyone thought about empty office space in the area for an alternate location for more space for other grades within the school so every student can come back?
  - Past experience - School construction - Parents suggested trailers, Common Point Queens (Central Queens Y) etc. so students don't have to leave AEA after 3rd grade but some roadblocks included - liability concerns and DOE will not permit.
  - There are empty classrooms current state - but no budget for teachers to fill those classrooms. So staffing will be a challenge.
  - DOE restrictions with having buildings with students and no administration in house. Additional locations will require additional administrators - also no budget for that.

### **Announcements**

- Next SLT Meeting - Wednesday, December 2nd
- Next CEC Meeting - Thursday, December 3rd
- Next PTA Meeting - Thursday, December 10th

**Adjournment time at 8:25pm.**