



Sargent PTO
Meeting #1
October 2, 2023

General Assembly Minutes

Presiding: Ryan Biracree

Minutes: Laina Mason

1. Meeting preview (2 minutes) and welcome:
2. Group Introductions
3. PTO President reviews agenda
 - i. Sam from Land to Learn
 - ii. PTO Updates
 - iii. Teacher's Report
 - iv. Principal's Report
 - v. Open discussions/follow ups
4. PTO Updates
 - a. Vice President Nominations and Elections
 - i. Audrey nominates Miranda as VP; accepted
 - ii. Audrey speaks to Miranda and Josh's commitment to PTO as demonstrated by previous attendance to meetings and volunteer opportunities; business acumen, and tech saavyness
 - iii. Unanimous vote to accept
 - b. PTO Membership form updates, and explanation of what's helpful to the PTO in terms of communication and volunteer opportunities, dues payment etc; and raffle opportunity for payments and volunteer episodes
 - c. Explanation of PTO funds, where donations go re field trips, indoor recess items, clothes for the nurses office, snack closet, Teacher Appreciation etc. and why it's important to fundraise and garner donations
 - d. Class Liaisons - seeking volunteers for parents to help be conduits of communication between the PTO and the classroom teachers, the other parents within the class / grade etc. and help source volunteers for events (seeking each Liaison to get 2 volunteers for events over the course of the year)
 - e. Upcoming Volunteer Opportunties
 - i. Trunk or Treat, October 20th, 6-7:30 (rain date 10/27) - cars in parking lot decorated and full of candy; food truck; photo booth; "graveyard dance party" in front lawn
 1. Need volunteers for set up, clean up, and working PTO Donation tables (2 tables)
 2. Teachers are donating supplemental candy for when trunks run out
 3. We have lighting this year thanks to Ms. Biordi; and glow-in-the-dark bracelets
 - ii. Picture Day October 3rd - Volunteer slots are filled (retakes 11/9)
 1. Doing class pictures again as well



- iii. Chipotle Fundraiser 5-9pm, October 4th
 - 1. Feedback that we should have sent fliers home earlier for fundraiser as social media requires people to go on voluntarily
 - iv. Thanksgiving Luncheon TBD November 16th
 - v. Family Fun Night December 8th, Winter Fest Dance in the Gym
 - vi. Holiday Shoppe Dec 4-7th
 - 1. Audrey is chairing this year
 - 2. Explanation of event provided, opportunity for kids to come and do shopping for gifts for family, friends and teachers
 - 3. There is always a table of free items donated by teachers or families etc.
 - 4. Main goal this year is to lesson the “fundraiser” aspect and ensure that all items are affordable to all members of the Sargent community, more variety etc.
 - 5. We will continue to use the same company, however will order less and source more stuff on our own as well
 - 6. Will need volunteers for set up, cashier, helping kids shop, and breakdown
 - vii. 5th Grade Committee - Call out for parents to chair and join committee
 - f. Sam from Land to Learn
 - i. a 501C3 Non Profit, founded in 2013 at Sargent Elementary to create a school garden; currently a program for K-2
 - ii. Garden workday at Sensory Garden Thursday October 12th, 3-5pm
 - iii. Devon who is head of grounds will chair this, will have parents and kids
 - iv. Sam will go into classrooms 1-2 every two weeks, monthly for kindergaten
 - v. Operates this model at 10 schools, every school in Beacon, and 4 schools in Newburgh and 2 in Kingston
 - vi. Information on how to support and donate to Land to Learn to support programs
 - vii. Vegetable of the month program; this month is kale!
 - viii. There is a future collaboration between Land to Learn and the Environmental Club, to revamp a second garden which will include 3-5 kids
 - ix. Volunteer opportunities during the year for garden clean up and summer watering
 - g. Pollinator Pathway - Holly G. helped plant this at all the schools except South at this time
 - i. It's able to get watered but they are looking for ways to incorporate into the other gardens
 - ii. Seeking any parent champions and volunteers to help extend the Stars Garden to include the Pollinator Pathway
 - iii. This hasn't been fully approved yet by the main office, so once that plan is more fully constructed, volunteers will be sought
 - h. October is Breast Cancer Awareness month, wearing Pink on Wednesdays and tattoos being sent home; Metastatic Breast Cancer day is October 13th / starts after Spirit Week
5. Treasurer's Report



- a. Five Guys raised \$79.15
 - b. Scholastic Toy Box \$172.46
 - c. Spirit Wear \$165
 - d. Membership Dues \$795
 - e. Total Funds at Present: \$6,489.00
 - f. **Another \$300 from Bulldog Pup shirts sales
 - g. Do not yet have the total on the Scholastic Book Fair
6. Teachers' Report
- a. Kindergarten is going on first field trip in 2 weeks to Ballet Art Studio
 - b. Making Tiedye shirts in all three classes for trips and field day
7. Principal's Report
- a. Half of sales from Bulldog Pup shirts will go to school PTO's, other half to a Rombout teacher who is dealing with cancer, after delivering her 4th child in June 2023
 - b. Great start to the year, Ms. Biordi excited to be in her 2nd year in the school
 - c. Assemblies and field trips already being planned/ occurring
 - d. 4th Graders have already been on the Clearwater sail in September - big team building component
 - e. 2nd Grade going to Stony Kill
 - f. Fire Safety, Energy Endgame, 2by2 Zoo assemblies and Bardavon field trip upcoming
 - g. Ms. Biordi has been able to garner over \$8,000 through the BOCES fund, so everything that PTO funded last year can be sustained through the BOCES Arts & Ed fund
 - h. Trying to sustain at least 2 big trips per grade that are the same each year, and all schools can participate to have common experiences and equity between the 4 elementary schools
 - i. Launching clubs and activities starting this week; using the FamilyID system to sign up for clubs to help streamline the admin information
 - i. Plan is to open enrollment at each season for whatever clubs are available
 - ii. Separate push in winter and spring for new offerings
 - iii. The enrollment doesn't close, kids can still sign up
 - iv. Noted that enrollment wasn't as high as with permission slips; however experience was that attendance was never as high as forms filled out - work in progress / to evaluate moving forward
 - v. Elementary school is not searchable for privacy reasons as well as stopping kids from other schools for signing up for Sargent clubs
 - vi. Open for new club ideas from kids and families; some are recurring and some are seasonal
 - j. Thanksgiving Luncheon - Teacher committee that will put on lunch for local seniors, program that has been running for over 30 years
 - i. Chaired by teachers, Ms. King has been running for past few years
 - ii. PTO helps with volunteers on the day of, and providing tableware and food
 - iii. 5th graders serve the food, cafeteria helps cook/prep buffet
 - iv. Music department performs, as well as HS chorus
 - v. Nov 16th, 11-1, volunteers needed!
 - k. Special Person Breakfasts
 - i. 3x a year, opening cafeteria before school



- ii. First one is November 3rd, 8-8:30am, for K and 1 grades
 - iii. Kids can bring a special person to the school for the breakfast - 30 minute program
 - iv. Plan is other grades to occur later in the year
 - v. Will need RSVP's
 - vi. Cafeteria and Food Service staff will provide the food
 - l. Halloween Parade on Halloween; Letter will go home with guidelines about costumes
 - i. Spooky walk around campus, with music
 - ii. This is not open to parents, it's an activity for the kids during school
 - iii. Teachers do not need parent volunteers for getting kids ready
 - iv. Would like to minimize the "gore" re no fake blood etc.
 - v. PTO will provide snacks for the event
 - vi. The schools also has costumes in reserve / donations in case any kids don't have costumes on the day
8. Open Discussion / Follow Up
- a. Communication methods to families - Sunday Scoop, social media, texts etc.
 - b. Highlighting that PTO cannot contact parents without consent, relies on families signing up to be official members and providing details to PTO admin
 - c. Question around "Security Buckets"
 - i. This is a bucket of supplies for emergency situations, meant to be in the classroom
 - ii. If kids were stuck in a classroom for a period of time, they'd be prepared
 - d. Question around locks from the inside
 - i. Discussion around recs from Security Firm
 - e. Discussion around making shirts available to all the kids at school - instead of asking kids to pay
 - i. There are 301 students and 75 staff
 - f. Question about limits in number of students per club
 - i. This will be indicated on Family ID, how many slots are left
 - ii. No clubs for PreK
 - g. Fundraising - PTO seeking to work more within community - Alps, Bretts Hardware, Elks, local restaurants, Art to Remember across the grades from art class (before the holidays)
 - i. Coupon cards - this is through Beacon Teachers Association
 - h. Trivia - Start preplanning - need to pick a date
 - i. Question around making sure the meetings can be streamed live - will have tech set up for next time
 - j. Question about having a bus for after school clubs
 - i. Issue around staffing and busdrivers
 - ii. Within the strategic plan for the district, there is a plan for this but it's not there yet
 - k. Question around a list for all the technological tools exist?
 - i. For students there is a singular sign on - ClassLink
 - ii. For parents, on the BCSD website under the technology dept there are links for everything with instructions re FamilyID and ParentPortal

