**Meeting Minutes
September 16, 2020 General Meeting**

**DRAFT**

1. Pledge
2. President’s Welcome
	1. Rules for Zoom Meetings
3. Principal’s & Assistant Principal’s Reports
	1. Arrival and dismissals each day are getting better.
	2. Fire Drills: 6 will be done prior to December 31st. Everyone will be staggered entering and exiting, and will be outside 6 feet apart.
	3. Lock Down Drills: 2 need to be done prior to December 31st. Students will remain in their seats during this drill so they are socially distant. The teacher will go to the area where they would go to if this was not a drill and explain what they should do.
	4. Remote Learning Material Pick-up: Second round of pick-ups for 3rd, 4th, and 5th grade will be tonight, 9/16/20, and 9/17/20 from 4:30-6:00. This includes science materials and Go Math materials for 3rd grade.
	5. Virtual Open House: Will take place on 9/22/20. Information was emailed to all parents.
	6. Sustainability Committee: Will continue this year.
	7. Site Based Management Team: How we can be more culturally responsive for all of the students.
4. Board of Education Report With Ingrid Germano
	1. Had to make a lot of adjustments across the building and things are changing daily.
	2. Covid Response Team: New initiative. This team will deal with the day to day issues that deal with COVID. This will be talked about more at the BOE meeting tonight.
	3. There will be a safety and security presentation at the BOE meeting tonight.
	4. Contact Information: Igermano@3villagecsd.k12.ny.us
5. President’s Report
	1. Board 2020/21 Vote
		1. 12 PTA members voted yes for the board slate.  3 abstained.  No one opposed.  Board Slate passed as proposed for 2020/2021.  Board consists of:
			* Co-Presidents- Marilyn Eilenberger (second year of 2-year term)
			* Co-Presidents- Karen Roughley (second year of 2-year term)
			* Co-Vice Presidents- Helene DeCillis (second year of 2-year term)
			* Co-Vice Presidents- Kate Puopolo (second year of 2-year term)
			* Treasurer- Ximena DelCarpio
			* Recording Secretary- Lyndsey Travis
			* Corresponding Secretary- Jenna Alberti
			* Joint Council Liaison- Carolyn O’Dwyer
	2. Social Media Groups/Website/Emails Blasts
		1. This is for families with in-school and remote learners.
		2. Created new Facebook page: Setauket Families
	3. Cultural Arts – Plan for the Year
		1. No in-house programs until at least January
		2. Working with Dr.Rinaldi and other schools to come up with some virtual ideas
		3. PTA will set up cultural arts group
	4. Activities for the first half of the year – Revisit in January for Spring Events
		1. Virtual Basket Dinner: The event will be all virtual. The details for this are still being worked out. Money raised from this will go to the cultural arts program and food pantry.
		2. Trivia Night: Possibly doing a virtual trivia night. The details for this are still being worked out.
		3. Wingo: Will be a virtual event. The details of this are still be worked out.
		4. School Pictures: We are still doing school pictures. Pictures will take place on October 6th, 7th, and 8th in the auditorium. For remote learners, pictures will take place on October 7th between 4:30-6:00. One class will go at a time and there will be social distancing while waiting. No class pictures will be done. Instead, a collage will be made out of the students individual pictures.
		5. Gingerbread U.: This event will still happen. Instead of decorating the gingerbread houses at school, the gingerbread houses will be picked up and everyone will do theirs at home.
		6. Thinking about ideas for Holiday Boutique: Possibly being done virtually.
		7. Online Book Fair: Still waiting for more information.
		8. Square One Art: Still doing square one art.
		9. Birthday Books: Information will be coming soon.
		10. Reflections
		11. Spirit wear: We have a new vendor this year. The link for the spirit wear store is on facebook as well as on the Setauket PTA website. Orders can be placed until September 30th. The store will open again for ordering in the winter and spring.
		12. Membership: Memberships will be all online this year. A link for this was sent out to everyone via email. It is also on the Setauket PTA website. As of today, there are 60 members.
	5. Budget
		1. Last Year’s Budget can be given out on Request
		2. Donations Paid from Last Year’s Budget: $1000 donation was made to the Three Village Dads to provide meals to hospital workers and first responders. $1000 donation was made to the local food pantry.
		3. Carry over of Cultural Arts Line: $13,000 was unable to be used in the spring last year. This was transferred over to this years budget.
		4. New Budget Vote: Vote taken of members present regarding proposed Setauket Elementary Budget for 2020/2021. 12 members voted yes for the budget, 3 abstained, and no one was opposed. 2020/2021 Setauket Elementary PTA budget passed.
6. 6th Grade Committee Update: Chairs were unable to join the meeting.
	1. Money Request Update: Will be requesting a minimal fee to cover 6th grade t-shirts.
	2. T-shirts: Information will be sent out about this via email and the remind app. There will be a minimal fee to cover the cost of the 6th grade t-shirts.
	3. Fundraiser: Fundraising will be done through spirit wear this year.
	4. Upcoming Events: Still need a yearbook committee chair.
7. Questions – New Business
	1. Amazon Smiles: Information will be sent out and put on the PTA website. When shopping on amazon, a portion goes the the Setauket PTA.
	2. Stop & Shop Rewards: Information will be posted soon.
8. Adjournment

Draft Copy prepared by Lyndsey Travis, Recording Secretary