

**❖ Hybrid - PS 31 PTA Meeting / PTA, SLT and Title 1 Elections - Thursday May 22**  
**,2025 8:20AM - 9:20AM**  
**Meeting Agenda/Notes**

**PTA Executive Board Members Present**

Lauren Fernandes, CO-President

Francoise Olivas, CO-President

Amy Yip-Ng , Treasurer

Kayla Santos-Cobo , CO-Secretary

Heather Milburn, CO-Secretary

Natalie Gabriel, Board Member

**Motion to Approve April Meeting Notes**

The notes from the April meeting have been approved.

- First Motion: Kenneth Volandes
- Second Motion: Ana Ponce de Leon-Dios

**2025-2026 P.S.31 PTA, SLT and Title 1 Elections**

**Nomination Committee: Heather Milburn and Kenneth Volandes**

- Heather and Kenneth initiated the election process
- A description outlining the responsibilities for each role was provided
- The meeting was conducted both in person and virtually. However, only the votes of individuals present in person will be counted

**President/Co-President Nominees - Uncontested**

- Lauren Fernandes
- Francoise Olivas

**Motion to Approve President/Co-President**

President/Co-President approved

- First Motion: Despina Saukin
- Second Motion: Sumi DeBenedictis

**Treasurer Nominee - Uncontested**

- Michal Motykiewicz

**Motion to Approve Treasurer**

Treasurer approved

- First Motion: Lauren Fernandes
- Second Motion: Francoise Olivas

**President/Co-Secretary Nominees - Uncontested**

- Kayla Santos-Cobo
- Tiffany Villacis

**Motion to Approve President/Co-Secretary**

President/Co-Secretary approved

- First Motion: Amy Yip-Ng
- Second Motion: Ana Ponce de Leon-Dios

**Board Member (Assemblies) Nominee - Uncontested**

- Natalie Gabriel

**Motion to Approve Nominee**

Board Member (Assemblies) approved

- First Motion: Shannon Ritchey
- Second Motion: Guillermo Gonzalez

**Board Member (Marketing) Nominee - Uncontested**

- Amy Yip-Ng , Treasurer

**Motion to Approve Nominee**

Board Member (Marketing) approved

- First Motion: Tiffany Villacis
- Second Motion: Despina Saukin

**SLT Nominees**

- Shannon Richey
- Tom Gelman

**Ballots distributed to individuals in person**

Nomination committee tallied the votes

SLT 2025-2027 - Shannon Ritchey

**Title 1 Chair Nominee - Uncontested**

- Despina Saukin

**Motion to Approve Nominee**

Title 1 Chair approved

- First Motion: Lauren Fernandes
- Second Motion: Kayla Santos-Cobo

**Title 1 Alternate Nominee - Uncontested**

- Jessica Fast

**Motion to Approve Nominee**

Title 1 Alternate approved

- First Motion: Alanna Cabrero
- Second Motion: Courtney McManus

### **School Update - Principal Scarlato**

- Testing for Math, ELA and Science has concluded
- The Annie performance was last week and the kids performed exceptionally well
- Surprise Ice Cream party for the school scheduled for tomorrow, May 22nd
- Field day is scheduled for next week May 28th - May 30th at McCarren park while Pre-K will participate in the school's yard
- The PTA has volunteered to organize a BBQ for students
- Second Annual Parade scheduled for June 18th
- Students 2-3 will now be learning Jazz, while 4-5 will focus on Ballroom dancing

### **Chess Update - Sumi DeBenedittis**

- 14 Students participated in Supernationals - Event held every 4 years
- The youngest competitors K-1 ranked 7th in the nation, while students from other grades ranked 12th

### **Finance Report - Amy Yip-Ng , Treasurer**

- PTA Finance Report reviewed during meeting
- Annie Musical sold out
- Field Day t-shirts are in and expected to be distributed tomorrow to teachers
- Tomorrow May 23rd is the last day to purchase PTA merch

### **PTA Meeting Updates - Lauren Fernandes, CO-President**

- We would like to hold our monthly PTA meetings alternately in the morning and evening virtually, in order to accommodate caregivers who may not be able to attend in the morning
- The PTA executive board meets every Monday morning at 8:15AM. We would like to invite and open meetings to any caregivers who would like to attend

### **Audit Committee - Monday, June 9th 8:15AM - 9:15AM**

- Kayla Santos - Cobo & Natalie Gabriel will lead the committee
- The Audit Committee provides an opportunity for caregivers to come in and review our financial records and books
- An RSVP Link will be created and posted on ParentSquare for the Committee

### **Other topics and recommendations addressed during the meeting**

- A proposal to purchase pinnies instead of field day shirts to reduce costs. Feedback provided highlighting the importance of providing Field Day shirts. Recommendation to host a swap
- Idea for improving communication between caregivers and the school concerning PTA events and other related matters

**Meeting Notes 5/22/25**

**Kayla Santos-Cobo & Heather Milburn, Co-Secretaries**

