

THE RIVERVIEW SCHOOL (P277Q)
PARENT-TEACHER ASSOCIATION
Executive Board Elections & General Meeting
May 13, 2026 at 6:30 PM

1. **ATTENDEES** - 19 participants, 14 verified parents/guardians, quorum has been met. Spanish interpreters also present.
2. **WELCOME** - Ivery Taylor.
3. **PTA Executive Board Election**
 - a. Heather Sciacca, served as Election Chair and provided a run down of how the election would proceed.
 - b. Verification of Parents Attendees to Vote and/or Run for office by Parent Coordinator, Lisandra Aviles.
 - i. 14 voters/ 5 guests including AP Kevin McElroy
 - c. Nomination and Election of: President or Co-Presidents, Vice President, Recording Secretary, Corresponding Secretary, and Treasurer. The roles and responsibilities of each officer were read by the Election Chair. Nominations were taken from the floor.
 - d. **President/Co-Presidents:** Vanessa Alayon nominated herself and Rebecca Moran as Co-Presidents. Uncontested.
 - i. 14 votes at 6:55pm
 - e. **Vice President:** Arlene Soto nominated herself as Vice President. Uncontested.
 - i. 14 votes at 7:00pm
 - f. **Recording Secretary:** Ivery Taylor nominated by Ingrid Caicedo-Guzman. Uncontested.
 - i. 14 votes at 7:04pm
 - g. **Corresponding Secretary:** Ingrid Caicedo-Guzman nominated by Ivery Taylor. Uncontested.
 - i. 14 votes at 7:07pm
 - h. **Treasurer:** Joanna Jeros, nominated herself in writing and nominated by Rebecca Moran, Uncontested
 - i. 14 votes at 7:09pm
4. **SLT Election - 1 vacancy**
 - a. Description of roles and responsibilities of SLT members given by Heather Sciacca.
 - b. Joanna Jeros nominated by Vanessa Alayon. Uncontested.
 - i. 14 votes at 7:12pm

Request to adjourn election by Heather Sciacca, motion to adjourn by Ingrid Caicedo-Guzman, second by Rebecca Moran at 7:14pm. Summary of Election results presented by Ivery Taylor.

The General Meeting began at 7:16 pm.

5. **MEETING MINUTES** - Rebecca Moran

- a. April 15, 2026 meeting minutes were shared with the via chat link.
- b. Arlene Soto made a motion to approve the minutes.
- c. Ivery Taylor second the motion.
- d. Minutes approved.

6. **FINANCIAL REPORT** - Rebecca Moran

- a. TD Bank as of 5/13/2026
 - i. Bank Total: 6,976.07
 - ii. Pending Debits:
 1. (1,800.00) (ck152) Next Generation Fundraising
 2. (64.23) (ck153) Heather Sciacca (teddy bears for 290)
 3. (1,149.00) (ck154) Blended Creations (uniform merch)
 4. (650.00) (ck155) John Beatrice (Reptile-Carnival)
 5. (2,899.00) ck156) Carnival Parties
 - iii. Total: 413.84
 - iv. Ivery Taylor motion to accept financial report
 - v. Ingrid Caicedo-Guzman second.
 - vi. Financial Report has been accepted

7. **SLT REPORT** - Vanessa Alayon

- a. Meeting was held on May 13 , 2026 @ 900 am @ 777
- b. Chairperson AP Kevin McElroy opened the meeting with Riverview's mission statement: "277Q's instruction focus is to EmP.O.W.E.R. students by providing them with the skills and strategies to read, write, speak and listen in a way that allows them to communicate and engage in their communities as global citizens."
- c. **Principal report**
 - i. This focus is reflected when parents and staff engage in instructional rounds and develop the Comprehensive Education Plan (CEP) goals. This is the end goal, how can they engage with the world at their level.
 - ii. These skills are worked on throughout the day in the background of the curriculum (ie speaking and listening in a small group and also how to engage during larger events like performances and assemblies). Our students will do well in the classroom, but freeze when in a larger group or in public (or on stage). The goal is work on these skills so they engage in public better.
 - iii. Students will work all summer on this, practice the skills in the classroom, with the goal of improving participation and performance at public events.

- iv. Staffing vacancies are already posted, but the school is looking to add a Dean at 485 whose focus will be on behavior management. This position is pending budget approval.
- v. The budget is closed. All monies have been spent. The latest expenditures were on a writing program for students beginning in September, NYC Solves and Vocational programming for 485 and 404.
- vi. A number of students 18+ students have completed vocational training and internship programs and will qualify to be hired for those programs next year. These programs include work in food service, health and hospitals and DC 75 paraprofessional programs (Pathways, Project SEARCH). The students will be transferring to their new schools to complete the program.
- vii. The cafe at 404 is on its way to being completed by the end of June. In September, the students will be catering a special dinner to thank the organizations that helped in the renovation.
- viii. Preparations are underway for September 2026 events welcoming new families, new staff and opening the new school year. The theme will be *EmPOWERing Excellence Together*.

d. You Otter Know

- i. May 11th-15th Senior Week
- ii. May 16th PTA Carnival at 777
- iii. May 18th Cabinet Meeting @ 485
- iv. May 19th-20th Spring Market @ 404
- v. May 21st End of Year Show @ 76
- vi. May 25th SCHOOL CLOSED: Memorial Day
- vii. May 26th: World Otter Day
- viii. May 27th: SCHOOL CLOSED: Eid al-Adha
- ix. May 28th: Student of the Month @ 315
- x. May 29th: GRADUATION: Kindergarten @ 78
- xi. May 29th: 5th and 8th Grade Dance @ 777
- xii. May 30th: Special Olympics Metro Games
- xiii. June 2nd: Field Day (Rain Date June 3rd)
- xiv. June 4th: SCHOOL CLOSED *for students*: Chancellor's Day
- xv. June 5th: SCHOOL CLOSED *for students*: Clerical Day
- xvi. June 8th: Debate Team Finals @ Baruch College
- xvii. June 9th: SLT meeting @ 322 at 8 a.m.

8. PARENT COORDINATOR REPORT

- a. Thank you to all the families who attended the Parent Retreat. It was a wonderful

time connecting, bonding, and enjoying fun activities together.

- b. Thank you to the families who joined us for the Broadway show *& Juliet*. We *hope* you had a fantastic experience!
- c. We have one more parent workshop coming up in June. More details will be shared soon.

9. COMMITTEE REPORT

- a. Events - Rebecca Moran
 - i. Spring Carnival
 - 1. Saturday, May 16, from 11:00 a.m. to 2:00 p.m. at 777.
- b. "PNO" — Parents' Night Out
 - i. Saturday, May 23, at 5 p.m.
 - ii. Mad for Chicken, Flushing
- c. Field Day
 - i. We need volunteers!
 - ii. Help out at our lemonade stand
- d. Summer Movie Night
 - i. Save the date! Friday, July 24th at Site 78.

10. NEW BUSINESS - Proposed Amendment to the Bylaws of the PTA (Vanessa Alayon)

- a. The Executive Board of the PTA of P277Q - The Riverview School is presented to the General membership a proposal to amend the current Bylaws of the Association:
- b. The purpose of this amendment is to create a new **Non-Mandatory Officer**, whose title will be **Financial Secretary**. The role of this position is to support the **Treasurer** in day to day bookkeeping procedures and to step in for the Treasurer when that individual is unavailable to prepare and/or present the Financial Report at PTA meetings.
- c. The general membership will vote to approve the amendment at the June 10th PTA meeting. Approval requires a $\frac{2}{3}$ majority vote in favor by the general membership.
 - i. Proposed Amendment to the Bylaws of the PTA of P277Q - The Riverview School
 - 1. Article IV - Officers, Section A, 2. Non-Mandatory Officers
 - 2. Current: "Non-Mandatory Officers of the Association may consist of but are not limited to the following: a. Vice-President, b. Corresponding Secretary
 - a. Proposed Change: "Non-Mandatory Officers of the Association may consist of but are not limited to the following: a. Vice-President, b. Corresponding Secretary, c.

Financial Secretary.

- b. Proposed Amendment to the Bylaws of the PTA of P277Q - The Riverview School
- 3. Article IV - Officers, Section C, 4 c. Non-Mandatory Officers
 - a. **Create Section c. Financial Secretary**
 - b. i. The **Financial Secretary**, in coordination with the Treasurer, is responsible for assisting the Treasurer with financial affairs and funds. The Duties of the Financial Secretary shall include but are not limited to the following:
 - (a) keep an accurate record of receipts and payment authorizations for the Treasurer's financial records
 - (b) may be a signatory on the checks and debit card disbursement forms
 - (c) collect monies from PTA events and fundraisers, and remit those funds to the Treasurer or deposit in a timely manner (immediately or next business day) and keep an accurate record of the deposit slips
 - (d) in the absence of the Treasurer, the Financial Secretary shall, if necessary, prepare and present the monthly financial report at the general PTA meetings and at other times when requested by the association
 - (e) assist the Treasurer in the preparation of the Interim Financial and the June Annual accounting reports, assist with the June Transfer of records

11. NEW BUSINESS - Parking Permits (Rebecca Moran)

- a. At next month's meeting we will discuss how to apply for:
 - i. NYS Handicap Permit
 - ii. NYC DOT Parking Permit
- b. Parent Site Leaders - If you are interested in becoming a Parent Site Leader, please fill out an interest form and we will announce next year's parent site leaders for each site on June 10. Some requirements are:
 - i. Attend events at your designated site.
 - ii. Report events, issues, concerns from your site at the general meetings

- iii. Term: 1 year, from July 1, 2026 - June 30, 2027
- iv. Interest Form

12. OPEN DISCUSSION

- a. Arlene Soto offered to help parents with applying for Access-a-Ride.

13. MEETING ADJOURNED

- a. Rebecca Moran made a motion to adjourn the meeting.
- b. Ingrid second the motion.
- c. Meeting adjourned at 7:48pm

The meeting was virtual, conducted and recorded via ZOOM.