

# HFFM PTP Pre-K—8

Parent • Teacher • Partnership

- PO Box 173 • Highland Falls, NY • 10928 • email: [hffmptfk8@gmail.com](mailto:hffmptfk8@gmail.com) and [fmesptp@gmail.com](mailto:fmesptp@gmail.com)
  - 2020-2021 Board: President, Christine Cahill – Vice President, VACANT – Secretary, Krista Bilodeau–Treasurer, Debbie Jersey– Trustees-Jennifer Wagner, Paula Rostron, Pricilla Young
- 
- 

## MEETING MINUTES

**April 12, 2021 - 7pm-8pm Virtual Meeting**  
**Google Meet Code: [www.google.com/ynj-ynj-ynj](https://www.google.com/join-ynj-ynj-ynj)**

**Opening of meeting:** Thank you for joining us it has been a long time! Given the current in-ability to meet in person, the agenda can be found within the meeting post found on Class Dojo or our FaceBook page.

**\*\*\*\*If you would like to discuss a topic not on the agenda, please mention to the President prior to beginning the meeting and you may present at the Public Comment portion of the meeting\*\*\*\***

### Introduction of Board Members:

Christine Cahill, **President** (CC), 2018-2020 extended  
Krista Bilodeau, **Secretary** (KB), 2018-2020 extended

Vacant - **Vice President** 2019-2021  
Debbie Jersey, **Treasurer** (DJ) 2019-2021

### Trustees: Annual Term one year 2019-2020

Jennifer Wagner **Trustee** (JW) Paula Rostron, **Trustee** (PR) Pricilla Young **Trustee** (PY),

### District Representatives: (Non-Board Members)

None present

### Community Members in Attendance:

Karya Ottey  
Kristen O'Dell  
Marianne Woodbrey  
Monique Wolf  
Nancy Padula  
Tabia Ochoa  
Julissa Nunez  
Missy Isakson

### Communications (incoming mail and correspondence)

**FMES:** N/A

**HFIS:** N/A

### Approval of Minutes:

Last Meeting: Board business Meeting Minutes 3/1/21: Motion for approval by CC, second by DJ, aif.

### Approval of Treasurer's Report:

Report Dated: 3/31/21 presented at the meeting, no changes from previous month. Motion for approval by CC, second by KB, aif.

### Funds Received:

**FMES:** 0

**HFIS:** 0

# HFFM PTP Pre-K—8

Parent • Teacher • Partnership

- PO Box 173 • Highland Falls, NY • 10928 • email: [hffmptfk8@gmail.com](mailto:hffmptfk8@gmail.com) and [fmesptp@gmail.com](mailto:fmesptp@gmail.com)
  - 2020-2021 Board: President, Christine Cahill – Vice President, VACANT – Secretary, Krista Bilodeau–Treasurer, Debbie Jersey– Trustees-Jennifer Wagner, Paula Rostron, Pricilla Young
- 
- 

## **On-Going School Earnings Updates:** Can still be earning

DJ and KB to look at the past flyer to check for updates and post to both dojo and fb to let community know we are still able to raise monies through these avenues. CC to check with principals that we can post that to dojo once flyer is updated.

Box Tops – Debbie (HFIS) & Krista (FMES)

Amazon Smile - Krista

Tools for Schools -

**Bills:** N/A

## **Reimbursables: Please have your reimbursement forms completed ahead of the meeting**

**FMES :** CC \$\_\_\_\_, KB\$\_\_\_\_, Other:\_\_\_\_\_

**HFIS:** DJ\$\_\_\_\_\_ Other: \_\_\_\_\_

## **Committee Reports:**

1. **HFIS Principal's Report:** Mr. MacElduff – N/A
2. **FMES Principal's Report:** Ms. Adelstein – N/A
3. **FMES Update: - Parent Liaisons:** Krista Bilodeau & Christine Cahill
  - a. **2020 Follow up:** Playground Committee- Were due to meet with D. Cederia, March 2020. Halted due to COVID we should re-look at PTP final presentation and decide if this is viable to present for review an approval.
    - CC will reach out to RA and re-share the original plans and documents. She will include Kristen O'Dell (KO), PY, and KB in the response. KO and PY still willing and able to work on this project.
  - b. **Upcoming Events:** Virtual Dance Party- Google Sign up Form: Approved Date: tbd
    - CC, KB, and PY met via google meets to discuss the possibility of hosting a Virtual Dance Party for grades K-2. Discussed having a google classroom set-up for PTP Events. RA has approved subsequent google form/flyer for distribution once a date is selected. RA has approved teacher participation and is looking forward to seeing the video when it is completed.
    - RA asked for a "blurb" to share with teachers to get their help as guest dj's. If we do not gain momentum this way CC will ask RA if we can reach out to the teachers directly.
  - c. **Funding Requests Submitted:** None at this time
    - CC to inquire with RA regarding Kindergarden graduation caps in place of PreK and TV in regards to 2<sup>nd</sup> grade moving up shirts.
4. **HFIS Update: Parent Liaisons:** Debbie Jersey & Christine Cahill
  - a. **Past Events:** none
  - b. **Upcoming Events:** Possible Outdoor Event TBD, school bd. inquiry and protocols
    - CC and DJ met with MM and Mary Papa (MP) to discuss what the PTP is planning or doing for the Spring. MM was interested in the PTP holding an event for the HFIS students. The PTP agrees an outdoor event such as a game night, scavenger hunt, movie night.. would be the best plan. MM is going to reach out to Dr. Sheboy and the BOE regarding the permission we would need to do an event like this; and if we can, what protocols and

# HFFM PTP Pre-K—8

Parent • Teacher • Partnership

- PO Box 173 • Highland Falls, NY • 10928 • email: [hffmptfk8@gmail.com](mailto:hffmptfk8@gmail.com) and [fmesptp@gmail.com](mailto:fmesptp@gmail.com)
- 2020-2021 Board: President, Christine Cahill – Vice President, VACANT –  
Secretary, Krista Bilodeau–Treasurer, Debbie Jersey–  
Trustees–Jennifer Wagner, Paula Rostron, Pricilla Young
- 
- 

guidelines do we need to follow. If it is plausible to move forward the PTP will gladly put an event together for the students of the HFIS.

- CC and PTP Board does not want any event we hold to be the reason for students needing to miss out on school due to exposure. We will only move forward if we can do so in a safe way.
  - CC and DJ discussed the usual gift of financial help towards the 8<sup>th</sup> Grade T-Shirts. They were told that Cristin Manning may be a parent helping to organize. DJ will reach out to CM to discuss. There will be no 8<sup>th</sup> grade trip this year but they do hope to do something for the students moving up to JIO.
- c. **Funding Requests submitted:** None at this time
- d. **Teacher Liaisons** – Mrs. Sanberg 6-8 / Erskine 5/6 – on hold, Mrs. Sainberg no longer with the school.
5. **Student Council Liaison Report:** Debbie Jersey
- a. Student Council has started to meet virtually recently. They are feeling out how it will work this year. DJ to reach out to Gerson/Evangelista to let them know we are here if they need help or to collaborate.
  - b. They recently held a chalk walk where students on the council came in during the after school hours to write positive words on the sidewalks of HFIS.
6. **Fundraisers:** No financial commitments this year, we had not signed up for any of our yearly fundraisers so we are not in a position to pay contractual fees for not holding them. Though many companies have reached out, the PTP did not want to burden families with requests for financial support during these times.
7. **Recent Face book / Class Dojo posts**– PTP meeting post, maintain minimal posts so school information is the most visual and not bogged down with our own posts.

## **Old Business:**

- a. **PTP Purchase / Support:**
  - FMES:** 2<sup>nd</sup> Grade T shirts, previously approved awaiting word from TV, CC to follow-up
  - HFIS:** 8<sup>th</sup> Grade T Shirts, previously approved DJ to reach out to Cristin Manning to follow-up
- b. **HF Post Office Box**- previously approved for annual payment
- c. **Audit Committee**- DJ to solicit for 2 volunteers (not on the board) to assist with the audit before June. Possible locations to consider: HF Library? KB to send DJ email list of those that attended the meeting to solicit for volunteers.
- d. **Fundraisers** – On Hold
- e. **Savings Account & Electronic Payments for Events** – On hold

## **New Business:**

1. **Special committee workshop meeting** –
  - a. **By Laws Committee** – the executive board discussed/made recommendations.. via email to update by-laws to allow for virtual meetings and other emergency-based changes that are needed regarding positions, voting, ballots.. changes were shared via email to the entire board for viewing and commenting. PY requested more time to review changes so any who wanted can share their questions or considerations regarding said changes. The board will be given an additional week and all comments/additions/changes requested must be submitted to [FMESPTP@gmail.com](mailto:FMESPTP@gmail.com) no later than Monday, April 19<sup>th</sup> at 7p.m.

# HFFM PTP Pre-K—8

Parent • Teacher • Partnership

- PO Box 173 • Highland Falls, NY • 10928 • email: [hffmptfk8@gmail.com](mailto:hffmptfk8@gmail.com) and [fmesptp@gmail.com](mailto:fmesptp@gmail.com)
- 2020-2021 Board: President, Christine Cahill – Vice President, VACANT –  
Secretary, Krista Bilodeau–Treasurer, Debbie Jersey–  
Trustees–Jennifer Wagner, Paula Rostron, Pricilla Young
- 
- 

- b. **FMES** – Virtual Dance Party – See “FMES Update” section on page 2.
- c. **HFIS** – Covid conscious potential in person Outdoor Event – See “HFIS Update” section on page 2.

## 2. Nominations–

- a. **Appointment of Vice President** - Remainder of the 2020-2021 school year, in October of 2020 the VP submitted her resignation to the Executive Board beginning immediately. Our by-laws allow the President to fill that vacant position for the remainder of the school year at her discretion. Position was offered to JW (current trustee) and she accepted during the meeting. Welcome Jenn! She will be the VP through June 2021.
- b. **Current Positions** – Extension Agreement, the President and Secretary positions were up for re-election in June of 2020, due to the pandemic no elections were able to be held. Those positions under emergency consideration, were extended through June of 2021. This June we will be electing for the positions of President 7/2021 – 6/2023, Secretary 7/2021 – 6/2023, and

Vice President 7/2021 - \*6/2022. The one-year VP term is to allow for a staggering of positions. Every two years two of the four positions are re-elected to allow for consistency and stability. Due to emergency needs the current Treasurer has agreed to stay on-term through June of 2022 to meet those needs.

### c. **Nominations Form**

- Should be sent out mid-April and returned to the PTP via email.
- Individuals who would like to elect themselves for the ballot can send a formal letter of interest to [FMESPTP@gmail.com](mailto:FMESPTP@gmail.com)
- All nominees that confirm they are interested in being on the ballot will be put on the final ballot for voting in May. Date TBA.
- Election ballots are collected and given to a third party (usually FMES secretary or Principal) for tallying then returned to the PTP Secretary.
- Winners are contacted and then new Board is announced at the June meeting.

## 3. Teacher Appreciation – May

- Entrance decorations at both schools in celebration of Teacher Appreciation
- Have students send in cards and notes that week to show the love!
- DJ still has poems and posters scanned to use for this year.
- **Please share ideas!**
- Can one or two of us enter the school to put signs on doors or decorations? Or only outside of school?
- KB and PP to organize for FMES, KB to reach out to RA. KO offered assistance as well.
- DJ and Monique Wolf to organize for HFIS. KB to share MW email address.

## 4. Voting / Motions

- a) **HFIS** –
- b) **FMES** –
- Motion to adopt new by-laws tabled until 5/3 meeting.

# HFFM PTP Pre-K—8

Parent • Teacher • Partnership

- PO Box 173 • Highland Falls, NY • 10928 • email: [hffmptfk8@gmail.com](mailto:hffmptfk8@gmail.com) and [fmesptp@gmail.com](mailto:fmesptp@gmail.com)
  - 2020-2021 Board: President, Christine Cahill – Vice President, VACANT – Secretary, Krista Bilodeau–Treasurer, Debbie Jersey– Trustees-Jennifer Wagner, Paula Rostron, Pricilla Young
- 
- 

## Public Comment:

- Kristen O'Dell – is happy there will be a virtual meeting option for the PTP meetings this year. Suggests we try to continue going forward so that parents who have a difficult time attending meetings can still participate from home.
- Marianne Woodbrey – asked for help reaching out to MM regarding her and other parent's concerns with excessive foul language at HFIS.
  - Thought a field day event would be a fun outdoor event for HFIS
  - Asked about the old elementary school building across from HFIS and why we can not use that as extra space during the pandemic.
- Kristen O'Dell – announced her run for the School Board and let us know that part of her platform was the lack of "space" we have in our district. She understands the old elementary school is not an option for now but will be taking on this issue if she makes it on to the BOE.

**Adjournment:** 8:19p.m.

**Next Meeting:** Monday, May 3<sup>rd</sup> @ 7p.m.