



Minutes of the April 17, 2018 Meeting

Opening & Welcome

- Meeting called to order at 6:44 p.m.
- February 13, 2018 and March 28, 2018 meeting minutes approved by vote

Principal's Address

- Discussion of ELA exam opt outs
- Lower grade IIM showcase set for April 27, 2018
- Report: members of PEP & DOE Central toured school to gather facts re: PS9 overcrowding in connection with proposal to re-site Brooklyn East Collegiate Charter School

DOE Proposal to Relocate Brooklyn East Collegiate Charter School

- Organizing participation and public comments re: April 25, 2018 vote of the PEP

PTO Elections 2018-2019

- Report from election committee on nominee recruiting – overall doing well, but some roles do not yet have nominees, including treasurer

Membership Committee

- Discussion on ways to increase attendance at PTO meetings
 - Consider targeting meetings to attract specific constituencies (e.g., a meeting devoted to middle school choices to attract parents of upper grade students, meeting devoted to testing)
 - Hold some meetings during the day after drop off to reach parents who can't attend at night
 - Etc...
- Discussions re: communications to parent body

Fundraising Activities

- Spring appeal kick off
- Report on recent event results
 - Stocked wine night
 - Children's International Film Festival
- Upcoming:
 - Spring Plant Sale/Photos
 - Green Light Bookstore
 - Brooklyn Cyclones



Budget & Expenditures

- Process of adoption of 2018-2019 PTO budget
 - Draft budget proposal circulated today (copy attached)
 - Draft will be revised and voted on at May 2018 PTO meeting
 - Over the summer further revisions are likely and final numbers from 2017-2018 PTO will become available. Accordingly, a revised budget will be voted on at the September 2018 PTO meeting.
- Reviewed & Approved P&L & Balance Sheets as of March 2018
- Approved expenditures

Audit Committee Report

- Most recent audit was for school year 2013-2014
- Audit committee plans to perform a summary financial review for the 2016-2017 and 2017-2018 school year, including review and documentation of financial policies & procedures
- Discussion on external audit requirement:
 - PTO Bylaws require an external audit when revenue for the prior year was \$200,000 or more
 - Applicable laws and Chancellor's regulations allow PTOs to have a trigger that is greater than \$200,000
 - Because PTO has not crossed the \$200,000 revenue threshold, it has not been required to perform an external audit (which would be costly), but fundraising aspirations are currently close to (and in the future may exceed) the \$200,00 threshold
 - Audit committee recommends that the PTO bylaws be amended to match industry standards given cost and effort implications of a full external audit

Meeting concluded at 7:55 p.m.