

## November PTA Meeting 11/21/24

@school cafeteria (in-person)

Note taken by Hiroko Nishimura

Participants: 16 parents & 3 school staffs

### 1) Safety Presentation

General response protocol -common practice for all NYC school

-you get info when we do drill

“Lockdown”

2 different types

- a. Soft lock down- no immediate danger/all kids are trained out of sight, stay silent, safety officer does sweep check )
- b. Hard lockdown -specific danger in the building (no sweeping, no movement)
  - Kids are told it is practice, they are not scared when practice

Other drill

c. Fire drill - exit practice

d. Evacuation drill (can't come back to the building)

-White safety holder has everyone's important information (custody, Medication, etc)

Located right at entrance of the classroom (travel with children to lunchroom so on)

e. Shelter-in drill

Something happened in the neighborhood, no movement to get out of the building but inside of the building there is movement

-no parents in/out of the building

f. Hold

- no movement around the building but the school is not “lockdown”

- we just don't want kids in the hallway

g. Blue drill (for staffs who are trained CPR/APD trained to do the simulation) get score

- We have 12 staffs trained (minimum required is 4) get perfect score

- ADD machine is equipped in both buildings

Medication card (medication info)

- EpiPen stay with classroom teacher
- Classroom teacher is trained

Safety, other info

- We now have the buzzer system at the door that DOE installed
- When we evacuate all our evacuate location (other school) can accommodate us
- All parents are informed where and when to pick up kids

-Power points and lesson plan (for teacher) are posted on the NYDOE website and are public

- Key to lock the classrooms are right next to the door
- The kids are trained to ask for help if teacher is not
- Parents are encouraged to sign up "Notify NYC"

2) PTA Taking vote

1. \$75 PTA fee for district (mandatory) → Yes 9 No 3

2. Bake sale went very well

-We made \$ 650

We are in talk with Ms Darrell to make it regular

-Vote for formal budget for \$200 for bake sale moving forward (every time we have bake sale) → Yes 15  
(unanimous)

3. School requested PTA to donate 1 book per class for book fair

➔ Yes 16 (unanimous, 1 parent just arrived)

4. Latest Budget

January -we will be sending the second dues letter

5. Picture make-up day January 10<sup>th</sup>

6. Holiday Sale

-Email to sign up for the volunteer

-If you do not know, fill all the possible day

-Decoration – Hiroko will work on

-The shift is whole day (no half day option)

6. Next meeting 12/19

- Recruiting next year board member (Presidents, Holiday Shop VP) and SLT