

Manhattan School for Children PS 333
School Leadership Team – November 2016 Meeting
Wednesday, 11-09-16, 3:15-4:45pm in Room 519

Name	Representation
Claire Lowenstein	Principal
Brad Rothschild	Co-PA President
Stephanie Douglas	UFT Representative
Nicki Peters	Teacher
Jessica Han	Teacher
Elizabeth Rivera	Teacher
Susan Gargiulo	Parent Rep (6 – 8 th grades)
Kavita Singh Gilchrist	Parent Rep (All grades)
Liz McGrath	Parent Rep (3-5 th grades)
Areli Figueroa	Parent Rep (K-2 nd grades)
Tatiana Hoover	Business Manager/ Observer

1. Welcome and Introductions
 - A. Approval of minutes from October meeting
2. New Business: Budget Review (Presented by Tatiana Hoover)
 - A. Allocation of funds: Based on number of students and their needs (i.e. if we have *700 students at the end of the previous year, we get money allocated for that number of students)
 - B. MSC's budget is mostly for staff, which comes from the "TL Fair Student Funding" budget line; also used for Per Diem (subs), Per Session (academic before/after school), and OTPS (Other than personal service)
 - C. "Leftover" money from "Fair Student Funding" is the only money that can be moved around to other "departments"
 - D. OTPS (Other Allocated funds that are labeled as "NYSTL" must be spent for the specific department that is designated)
 - E. Challenge: Last year, there was a high number of staff members that needed a sub, which hurt our budget.
 - F. Budget gets adjusted after October 31st. If students leave before the 31st, money is taken back; if new students are added after the 31st, the school gets no money for them. The budget adjustment comes at the end of November; this is the last time we get any additional funds for the year.
 - G. Money that is raised by the PA cannot be used for staff, only programming.
3. Old Business
 - A. Middle school open house was a big success!
 - B. There are two middle school events coming up: Town Hall and Chat with Claire. At the next Chat with Claire (11/22 at 8:45 am), middle school students will be invited to come and share. Possible students from Thespians Club and/or National Junior Honor Society.

4. PA's Report
 - A. Pie Sale: Last day to order 11/15
 - B. PA will be sending communication out in the near future about ways that parents are to communicate with school (i.e. teachers, staff, administration)
5. Meeting Wrap-Up
 - A. Next Meeting: December 7th, 2016