

Sunnyside Middle School/IS 429

PTA General Meeting Agenda and Minutes

Date: Wednesday, September 17th 2025

Time: 4:00 PM

Location: Cafeteria

I. Attendance

Executive Board Members Present:

- **Kat Tien** – President
- **Vaniqua Hudson-Figueroa** – Vice President
- **Jackie Ibarra and Eleanor Pope** – Co-Recording Secretaries
- **Claudia Chacon and Peter Vailas** – Co-Treasurers

Parent Attendees: Approximately 15–20 parents (Sign-in sheet attached)

II. Welcome and Call to Order

- Meeting called to order.
 - Roll call taken.
 - Minutes from the June 2025 General Meeting were reviewed by Co-Recording Secretaries and displayed on the Smart Board.
 - **Motion to approve the minutes was made and passed.**
-

III. President's Report – Vaniqua Hudson-Figueroa

- Reviewed the meeting agenda.
- School enrollment is 393 students for the current year, including approximately 25 new staff members.
- Recap of the Parent Breakfast and 6th Grade Orientation held on September 3rd — reported as well-attended.

Upcoming PTA Events & Volunteer Opportunities:

1. **Welcome Back Families Event**
 - **Date:** Wednesday, September 17th, 5:00–7:00 PM
 - Immediately following the meeting; includes food and board games.
2. **Dancing in Disguise/Character Day Dance**
 - **Date:** Friday, October 17th, 4:00–6:00 PM

- Costume contest. Entry fee: \$10 (advance), \$12 (at the door).
- Kids-only event.
- 3. **Global Grub Nite**
 - **Date:** Friday, November 21st, 4:00–6:00 PM
 - Free event. Parents invited to bring (store-bought or homemade) international dishes.

Volunteer Opportunities:

- Call for participation in the **Event Committee** and **Fundraising Committee**.

Bake Sales:

- Held the first Monday of every month.
- Last bake sale in June raised **\$361.10**.
- Next sale: **October 6th** – request for volunteers and item donations.
- Cash only; allergy awareness emphasized.
- Sign-ups to be coordinated through Ms. Omar.

IV. Treasurer's Report – Claudia Chacon & Peter Vailas

- An audit is in progress; bank statements are under review.
- Full Treasurer's Report to be presented in October's General Meeting.
- **June 2025 Report Highlights:**
 - Welcome Breakfast cost: **\$286**
 - No current fundraising activity.
 - Outstanding reimbursements being processed. **Motion to reimburse Jackie Ibarra for BBQ decorations from last year. This motion was seconded and approved.**
 - Upcoming purchase: a secure safe for financial storage.

Banking Procedures:

- Only PTA-issued checks will be used.
- Two authorized signatures required per check.
- Lockbox installed in main office for document storage
- Proposed budget will be shared next PTA meeting
- **Motion to accept Treasurer's Report was made, seconded, and approved.**

V. Principal's Report

- **Parent-Teacher Conferences:** Scheduled for tomorrow; flyers shared.

- Upcoming 8th Grade High School Admissions Information Session.
- **September 25th:** Principal's Meet & Greet on "Conflict vs. Bullying."
- **Guidance Team (Ms. Figueroa & Ms. W):**
 - Reviewed Chancellor's Regulations, including those on sexual harassment.
 - Discussed student support strategies (e.g., private referral method using sticky notes).
 - Clarified distinctions: discrimination vs. intimidation; reviewed DOE Discipline Code and consequences.
 - Reviewed Corporal Punishment regulations and cell phone policy (Velcro pouches used in school).

School Leadership Team (SLT):

- SLT meeting dates shared.
- Karen McGowan reviewed minutes from the last SLT meeting. Topics discussed included:
 - Review of bylaws
 - Community Education Plan
 - Testing results
 - Bathroom concerns

General & Executive Board Meeting Dates:

- Shared with attendees.
- Executive Board meetings are open for parents to observe.

Additional Announcements:

- **Picture Day:** Lifetouch is the new vendor. No pre-orders necessary; parents can order after reviewing pictures.
- Volunteer sign-up sheets distributed for upcoming events.

VI. Adjournment

Meeting adjourned at **5:00 PM**.