

**P.S. 748: The Brooklyn School for Global Scholars**  
**PTA Meeting Minutes**  
**September 12, 2024 (4:00pm EST)**

- **Call to Order**
- **Attendance** *See Sign In Sheets*
- **Officer's Reports**
  - **President's Report (by Winsome Taik)**
    - **Introduction to New Executive Board**  
President: Winsome Taik  
Treasurer: Marissa Fennell  
Recording Secretary: Donna Lee
    - **Donation Envelopes**  
Thank you to families that donated. Suggested donation \$10.00 per family.  
Donations are not required to join the PTA.
    - **Picture Day 10/9**  
Picture Day will be on October 9th. More information will be sent home at a later date. Volunteers Needed - Please reach out.
    - **Fall Festival Pumpkins**  
PTA will provide pumpkin to all students for the Fall Festival. Asked parents to reach out if they know of any pumpkin vendors.
  - **Treasurer's Report (by Marissa Fennell)**
    - **Account Balance**

Starting Balance:	\$24,726.49
Ending Balance:	\$22,302.23
    - **Motion to accept Flair Pens \$39.96**  
Since there was no meeting since June, the board voted in accordance to the bylaws to use \$39.96 for back to school flair pens for teachers and staff.  
Motion made and accepted.

- **Principal's Report (by Ms. Annio)**
  - **School Website: [www.ps748scholars.com](http://www.ps748scholars.com)**  
Important information can be found on the school website: updates, school functions, teacher's contact information.
  - **Blue Cards**  
Please return blue cards. Anyone picking up your child must be listed on the Blue Card and must show proper identification. This ensures the safety of our students.
  - **Remind App Sign Up**  
There is a school Remind, classroom Remind, and PTA Remind. This is the preferred way to communicate with parents.
  - **Media Release Form**  
Media Release form allows us to share your child's photo on the school website.
  - **Emergency Preparedness (by Ms. Guido)**  
The Building Response Team ("BTR") is made up of staff members and teachers. Ms. Guido is the BTR Leader. In case of emergency, trauma-informed drills will be conducted with age appropriateness in mind. Staff and children know what to do.
    - Evacuation Drills: 8-10 drills per year. We will get out of the building in a quick and orderly manner.
    - Lockdown Drills: Prepare for activity inside the building.
    - Shelter In Drills: Prepare for outside activity. We need to stay inside the building.

**Meeting Adjourned:**

**4:24 PM**

**Next Meeting:**

**October 10, 2024**

**Minutes by:**

**Donna Lee**