

## Bay Trail Meeting Minutes 12/22/2022

**Called to order – 7:00**

**Principal's Report – Dr. Robert Snyder (given by Tracey)**

- **Winter Concerts:** Thank you to PTA for supporting our Winter Concerts and collecting items for our Catch-All-Closet. We had over 850 people in attendance each night and our students did an amazing job!
- **Scheduling:** We have started the master schedule process for this year. Our two priorities for the schedule are making sure students remain in their houses throughout the day as much as possible and finding a solution to our instrumental choir students only getting chorus once every 10 days. The master schedule is a tedious process that I lead along with Mrs. Stutz. This year there is a team that includes two clerical and three counselors.
- **Course Selection Guide:** Earlier this month PHS hosted a course selection guide meeting for rising 9th-grade students. The meeting covered the different courses offered at PHS for each department and the continuum for students in different programs such as accelerated math, enrichment, special education, etc.
- **SDM:** The Shared Decision-Making Team has been working to revise the Bay Trail Discipline Continuum. This is the document that guides our process for handling student concerns. The goal is to ensure consistent practices between houses when handling events requiring student behavior concerns.
- **Staff Professional Learning:** At our December staff meeting we focused on our diversity, equity, and inclusion work. This month the topic of focus was micro-aggressions and different examples of how those occur in a school setting. The goal is to create a welcoming and affirming environment for all students. At these trainings, staff spend time reading and reflecting on experiences where they may have witnessed examples of microaggressions, and they discussed ways to handle them when they occur.
- **Next Week:** Next week is Winter Break for PCSD. All the administrators are taking the week off. If you need anything, please send an email to your house administrator and we will get back to you as soon as we return.

**Teachers report – Danielle Santoro**

- Jingle lessons were taught in band and orchestra and performed as staff entered the building.
- The Winter Activity day that was originally scheduled for Dec. 23<sup>rd</sup>, will take place in January or February. Date to still be determined.

**BOE report – Nicole Doyley**

- Last BOE meeting was held on December 6<sup>th</sup>
- A report was given about Medicaid and children with special needs and how Medicaid can be billed/leveraged.
- High School course guide for 2023-2024 school year discussion and what will be offered
- Each building Principal discussed how cultural responsiveness is being handled in each building.
- The hiring practice of Athletic coaches was discussed

- Dr. Putnam discussed the housing project currently taking place on Atlantic Ave and 250. While the build is in the town of Penfield, it is part of the Webster school district, so it will not impact our Penfield schools.

## **Committee Reports**

### **Treasurer's Report**

- An audit of school years 2018 through and including 2021 needs to take place. The committee cannot include the sitting President or Treasurer for that year. Volunteer for the 2018, 2019 and 2020 school years will be Raluca Steinbach, Tracy Van Tassel and Yonjong Choi. We need 3 volunteers for the 2021-2022 school year still. Please contact [treasurer@baytrailpta.org](mailto:treasurer@baytrailpta.org) if you are interested in helping out. The commitment is at most an hour and you do not need to have an accounting background.
- Financial report:
  - The month of November brought in a little income through a few more memberships, AmazonSmile.
  - State PTA dues, Student Council funding and Arts in Education payments went out
- Flower sales from the Winter Concerts brought in \$993 in revenue and expenses were around \$284

### **Moving Up Day**

- House A Principal Steve Eccleston will be overlooking the event this year
- Elizabeth Staffieri will be reaching out to Kristen Ballister – MUD Chair – to discuss expectations/plans

## **Bylaws – Tracey Van Tassell**

- By laws need updating. The PTA needs volunteers to read through by laws and update them. Raluca Steinbach, Kristen Ballister and Sae Park volunteered to help navigate the process
- Tracey, Sae and Kristen to research if they can find instructions on what the process is/how performed in the past.

## **Questions/Discussions**

- A question was posed to the attendees of preference for meetings, virtual, in person or combination of both. Combination won majority.

## **Adjourned 8:00**