



November 18, 2025

[Link to agenda](#)

Minutes

- Welcome + Attendance
- October 2025 Minutes were approved
- Treasurer's Report
 - Marisol DiLeo provided the treasurer's report. There were no questions regarding the report.
- Fundraising Report
 - Jessica Wilcox provided an update on completed events and upcoming events.
 - Volunteers are being sought to help distribute cookie dough orders.
 - Upcoming events include Giving Tuesday and Winter Concert (will be selling cozy merch)
- Call for yearbook photo contributions from parents and teachers
- Upcoming events and closures were shared
- Westhab Program Information Session presented by Jen Jackson, Monique Ramirez and Shantell Hidalgo
 - Westhab is currently offering after school at PS 24
 - PROSE shortened session day
 - Morning/Afternoon teacher led sessions are not currently active
 - If parents have questions they should reach out to Monique and Shantell
 - There was a question in the chat regarding youth counselors' qualifications
 - They have to at least 18 years of age
 - They have to have a diploma
 - They prefer individuals who have prior experience working with children. Currently, all counselors have such prior experience.

- They have to pass background checks (DOE clearance and training is required, along with professional development, including lesson planning)
 - There was a question in the chat regarding whether a student can stay in a program for both semesters
 - They aim to reach 200 students over the school year but can only enroll 100 students per semester because of the 1:10 counselor to student ratio requirement. Therefore, there is some desire to reach a new group of students in the second semester.
 - They cannot guarantee any student a spot for both semesters. "Roll-over" decisions depend on student attendance and behavior, among other things.
 - How do families enroll?
 - The spring application will be announced in January.
 - There is a first-come-first-served enrollment policy.
 - For Fall applications, once the application form is available, they will reach out to Keishon to put it on the school website. This is usually after the school year ends.
 - When school starts, they will announce that the form is available on the website to the school community.
 - The same application is also needed for parents who want their children to be at school for the PROSE shortened session days.
- PTA Goals
 - Communication and Transparency
 - PTA EB has started a communication committee (led by Elaine Drebot-Hutchins)
 - The committee has been seeded with some EB members (Jen, Marvin, Elaine, Cassandra, Ching-Hua).
 - A plan is being drafted and we hope to share it at the next PTA meeting in December.
 - PTA is seeking 1-2 other parents to provide feedback on the communication plan.
 - Parent feedback form has been created. [Link](#) was shared in the chat.
 - Please do not expect immediate response to form submissions.
 - If immediate response is needed, email is best.
 - Growing community engagement
 - PTA is seeking parents to populate the following committees.
 - SLT (required, members must be elected)
 - Audit committees (required)
 - By-Laws committees (required)
 - Volunteer committee
 - New Family Welcome committee
 - Expectations of committee members were reviewed
 - Committee [survey link](#) was shared

- Looking to hold more in-person events
 - Teacher-led workshops
- Parent Feedback Form
 - Ms Amster explained that Increasing parent engagement is one of the goals of the SLT
 - Ms Castello explained how the feedback form seeks to get input from parents on how to make PTA meetings more meaningful, so as to foster parent engagement. She shared examples of workshops that teachers could hold during future PTA meetings.
- Highlights from Dec. 16 meeting agenda were shared
- Shout Outs