MEETING RECORD | FOR REVIEW

PTA Meeting Minutes

Meeting date: Tuesday, October 27, 7:00pm **Location:** TD Library

PTA officers and secretary update

Office	Officer
President	Elizabeth Ho Sing
Vice President	Alexandra Charney
Treasurer	Lisa Farago
Secretary	Martin Gayle, parent of Harper and Hunter Gayle

Welcome, Martin! Thank you for stepping up to serve as secretary and support the TD community.

Highlighting TD's creativity and self-awareness

Discussion focused on promoting TD as a school that nurtures creativity and self-awareness, using authentic examples of student initiative and teachers' approaches to learning.

• **The Overlook Star:** Highlight more of what the lower and middle schools are doing, including classroom projects, creative work and student-led activities.

• **Student-initiated origami club:** Feature the self-started club and its encouragement of donations to a cause. Confirm the cause and project details before publication.

• **LinkedIn teacher features:** Invite teachers to discuss their experience at TD and their approach to teaching. Coordinate interviews, quotes and publication with the school.

Little Free Library: moving forward

The Little Free Library project is a go. **Alexandra (Alex) Charney will spearhead the project.** The library will include a QR code linking to information about TD so visitors can learn more about the school.

The previously established purchasing plan is to use Scholastic Bucks (Scholastic Dollars). Next steps include confirming the order, school-approved location, installation, ongoing care and the destination of the QR code.

MEETING DISCUSSION CONTINUED

Events & fundraising updates

Halloween celebration

Halloween was a smash! Thank you to everyone who participated and helped make the celebration a success.

Scholastic Book Fair

December was discussed as a better time for the Scholastic Book Fair, with stronger sales potential and greater motivation to purchase books. This timing preference should inform future planning; a new Book Fair date was not recorded.

High school prom and senior fundraising

Interest in prom is divided: approximately half of the class is interested and half is not. **Vista Mar on City Island was reported as secured.** Students are raising money. Further discussion is needed about how the PTA can support the seniors, prom and any other student ventures.

Holiday Breakfast: save the date

Friday, December 18, 2026 | 9:00-11:00 AM

Holiday Breakfast arrangements are being negotiated. Families should save the date and expect performances, with a program and further details to follow. The PTA's role will be discussed at the next meeting.

Earlier planning identified Iona College as the caterer; final catering and event arrangements remain subject to the current negotiations.

Student holiday cards and art fundraising

A parent-led Art Committee could work with **Ms. Leslie, the art teacher**, to turn student artwork into holiday cards. Potential sales opportunities include the Holiday Breakfast and school drop-off or pickup.

A local arts and crafts fair, referred to in the discussion as "Linhurst," was also suggested as a possible sales venue. The correct venue name, dates, vendor requirements and costs need confirmation before planning attendance.

Proceeds could support PTA events **or** school improvements. The beneficiary, production cost and selling price should be agreed before sales begin. Preorders or a small print run would help limit upfront spending.

February International Food Festival

The PTA's role in the February International Food Festival will be discussed at the next meeting, including parent leadership, participation, food contributions and practical support. A specific date and budget were not recorded.

PROPOSED VOLUNTEER STRUCTURE | LEADS TO BE CONFIRMED

Parent committees & next steps

Parents are invited to spearhead small committees. Start with one lead and one helper where possible; combine roles if needed and offer short tasks or at-home help. Committee names and scopes below are proposed for discussion.

Committee	Focus and first task
Art & Holiday Cards	Work with Ms. Leslie on designs, printing quotes and a small/preorder sales plan. Confirm the fundraising beneficiary and assess the suggested crafts fair.
School Stories & Communications	Coordinate lower/middle school features for The Overlook Star, the origami club story, teacher LinkedIn features and school-approved photos.
Little Free Library Lead: Alex Charney	Support ordering, location, installation, donated books, QR code and a steward rotation. Coordinate a launch/photo opportunity with the school.
Holiday Breakfast	Clarify the PTA's role while negotiations continue. Coordinate agreed parent tasks, attendance support, performances/program logistics and any approved card sales.
International Food Festival	Help plan February participation, table hosts, cultural contributions, food arrangements and short volunteer shifts with the school.
Senior Support & Prom	Liaise with students and school staff about interest, Vista Mar arrangements, student fundraising and specific ways parents can help.
Book Fair & Fundraising	Explore December Book Fair timing and coordinate modest fundraising plans with Lisa Farago. Track costs, proceeds and agreed uses of funds.

Next in-person meeting

Thursday, November 12, 2026, at 7:00 PM
School Library

No RSVP needed - just show up with ideas and a desire to volunteer!

Discussion priorities: the PTA's Holiday Breakfast role; February International Food Festival; seniors, prom and other ventures we can help with; committee leads and practical next steps.

To volunteer or suggest an idea: parentassociation@td.edu
Parents can name a committee, offer one short task, or share an idea at the meeting.

Follow-up: Alex leads the library project. Other committee leads and deadlines remain to be assigned; no unrecorded votes, budgets or appointments are implied.