

SALK SCHOOL OF SCIENCE
PARENTS ASSOCIATION GENERAL MEETING
Minutes — September 23, 2026

Date	September 23, 2026
Format	Virtual meeting (Zoom)
Call to Order	Approximately 7:03 p.m.
Adjournment	Approximately 7:41 p.m.

Attendance: 68 (including Principal, Parent Coordinator, and members of the PA Executive Board).

1. Welcome and Executive Board

Co-President Effie called the first PA meeting of the 2026–2027 academic year to order and welcomed families. The 2026–2027 Executive Board was introduced.

- Co-Presidents: Efrat (Effie) Sterberg-Urbelis and Wendy Weisman
- Co-Vice Presidents: Rachel Passaretti-Woo and Saakshi Khattri
- Co-VPs of Events: Sashiko Elzer and Luciana Destefano
- Treasurer: Kelsey MacCarter
- VP of Communications: Kathy Chang
- Co-Secretaries: Yuan Foo and Vicky Chiu
- Fundraising: Adelina Tafuri
- Merchandise: Vicky Chiu

Current PA 8th and 7th grade representatives were welcomed. Grade representatives help communicate PA events, fundraising, teacher/staff gifts, and other updates to their classes. It is a low commitment and high impact role on the PA team - and more volunteers are needed (especially for 6th and 8th grades). Current reps include:

8th grade: Jaime Alpert, Fania Washington. **ADDITIONAL REPS ARE NEEDED FOR 8TH GRADE.**

7th grade: Miki Fuller, Rod Mamudi, Michelle Menzel, Brittney Venable Nuskey, Sarah Watson.

6th grade: **PLEASE NOMINATE YOURSELF TO VOLUNTEER, AND ATTEND THE NEXT PA MEETING FOR ELECTION OF GRADE REPS.**

2. Principal/School Update

Marsha thanked the PA for supporting the start of the school year, including the staff breakfast, staff welcome-back event, and 6th-grade parent orientation. She reported that the school is fully staffed.

- Class size: Sixth grade continues to have six sections and smaller class sizes capped at 23 students. Seventh and eighth grades have four sections with larger class sizes. Seventh grade also now has increased from two to three ICT classes due to a higher number of students with IEPs.
- Interior construction in the building is largely complete and the courtyard has reopened. Exterior work continues, including an ADA-compliant ramp and excavation/waterproofing near 20th Street.

- Sixth-grade field trips to the Pfizer School of Science are beginning, and seventh-grade trips to the Metropolitan Museum of Art are being planned. Families should watch for permission slips and chaperone requests.
- **Curriculum Night is scheduled for October 5th at 4:30 pm**, please watch for confirmation soon.
- Students have begun i-Ready math and reading screeners (computer-based aptitude tests).
- There is no school on October 12 for Indigenous Peoples' Day/Italian Heritage Day.
- Parent-teacher conferences are expected November 12 (evening) and November 13 (afternoon).
- Families who need a device for remote instruction, including remote Election Day instruction, should complete the school's device survey.
- After-school programming is fully underway.
- Families were reminded to notify the school when a student will be absent and to continue sending requested classroom supplies as needed.

3. Parent Coordinator / Class Parent Update

Katherine Huston thanked families for donating school supplies and provided several updates.

- The first meeting of Class Parents is October 2nd. Class Parent volunteers are in place for sixth and seventh grades. Class Parents serve as a liaison with the PA in each classroom; this is distinct from the Grade Reps mentioned previously. **ADDITIONAL VOLUNTEERS NEEDED FOR 8th GRADE.**
- Families were reminded to complete required school forms, including emergency-contact and lunch-permission forms.
- At least one adult in each household should be receiving the weekly Friday email from Clare and from Marsha; families not receiving it should contact the school.
- Seven prospective-family tours have been scheduled beginning next month. Eighth-grade student volunteers will assist, with selected seventh graders also being trained to participate.

4. Treasurer's Report

Treasurer Kelsey MacCarter reviewed the types of essential school programs the PA funds. Examples of PA-funded programs and expenses include the high school admissions consultant, professional development to teachers and staff appreciation, technology support and operations software, classroom/art/drama supplies, graduation and field trips, and enrichment/after-school support.

The PA must raise \$123,000 for the year. To meet that goal, the PA aims to raise at least \$50,000 through Direct Appeal (i.e. directly requesting donations at PA hosted meetings, email and WhatsApp). The PA seeks to raise \$73,000 through ticketed events and special fundraisers (annual auction, dances, international dinner/potluck, photo day) and merchandise sales.

Kelsey presented PA revenue and expenses as of September 14, 2026.

- Direct Appeal: \$734 raised toward the \$50,000 direct-donation goal.
- Merchandise revenue: approximately \$2,000.
- Interest income: approximately \$1,500.
- Teacher/staff appreciation expenses to date: approximately \$3,400.
- High school admissions consultant expense: \$17,413.

- Total income to date: approximately \$4,300; total expenditures: approximately \$20,000; current net position: approximately -\$16,602. The Treasurer explained this is typical early in the year before major fundraising begins.

5. Donations and Fundraising

- The PA is a non-profit 501(c)(3) organization, and donations are tax-deductible.
- In response to the question about how much each family is asked to donate to the PA, the Treasurer said that all donations large and small are important and appreciated. Last year the PA spent \$843 per student, to provide context. But no minimum donation is required.
- Credit-card and Venmo donations can be made through the PA section of the Salk website.
- Families may make one-time or monthly subscription donations (recurring monthly payments).
- Families whose employers may offer matching-gift programs were encouraged to please use them.
- Merchandise: Vicky Chiu reported that the most recent merchandise order had arrived and summer/recent orders were expected to be distributed to students beginning the following day.
- A lunchtime merchandise sale for students is being planned; notice will be sent by email / WhatsApp.
- Items for sale include T-shirts, sweatshirts, caps, beanies, and “limited edition” pajama pants.

6. Upcoming Events and Programs

- **September 28:** SHSAT Prep presentation by the vendor Prestige given for 7th-grade families.
- **October 5:** Curriculum Night, followed by a PA parent mixer at a nearby location to be announced.
- **October 7:** Additional 8th-grade high school admissions/SHSAT session with Maurice Frumkin.
- **October 8 at 6:00 p.m.:** High school admissions/SHSAT introduction for 7th-grade families with Maurice Frumkin and a colleague.
- **October 12:** No school.
- **October 13:** Proposed Salk alumni high school panel for 7th- and 8th-grade students/families.
- **October 22:** Hybrid PA meeting followed by a parent program with Sean Grover focused on children’s anxiety and parenting.
- **October 30:** Halloween Dance. Volunteers needed for setup, chaperoning, and cleanup for this fun event. The PA is looking for a venue for a parent mixer gathering nearby during the dance.

7. Questions and Community Updates

- The school plans to use the DOE Gradebook online platform for families to track student grades. Additional information will be provided at Curriculum Night; the school no longer uses Jupiter.
- Rachel (Co-VP) shared that the Community Education Council District 2 meeting on September 24 would include a DYCD update on middle-school after-school programs. The meeting is open; families may access meeting information through the CEC District 2 website and can join by Zoom.
- Families interested in volunteering with the PA may use the general volunteer sign-up on the Parents Association section of the Salk website or contact PA leadership directly by email or WhatsApp.
- During the meeting, a parent volunteered to assist with the Halloween Dance, and two members of the Executive Board volunteered to serve as class parents. Additional volunteer details and sign-up information will follow.

8. Action Items / Follow-Up

- School administration to confirm the exact time for Curriculum Night October 5th - 4:30 pm.
- PA to announce the location/details for the October 5 parent mixer.
- PA/school to circulate volunteer sign-up information for the Halloween Dance and other events.- see yellow box to volunteer - <https://www.salkschool.org/pa>
- PA seeks volunteers for class parents, particularly for eighth grade, as well as sixth-grade representatives to be elected at the next meeting. Email clare.huston@salkschool.org; For Halloween email - Luciana Destefano <Cdestefano500@gmail.com>, Sachiko Elzer <sachielzer@gmail.com>.
- PA invites any questions about tax-deductibility of donations or employer-matching programs. - <https://www.salkschool.org/pa> links to donate and double match
- Families needing a device for remote instruction should complete the school device survey. 0 <https://docs.google.com/forms/d/e/1FAIpQLSfmlRw4oTVC0QgRKMzKwCT0FJaZkt6sMja7elsfRD8Mu9-FA/viewform>
- Merch website - <https://www.salkschool.org/shop> (for spirit week which the student council decides the dates/what to do,, there is usually a swag wearing day)
- Families should watch for field-trip permission slips, chaperone requests, and upcoming high school admissions programming.

9. Adjournment

With no additional questions, the meeting was adjourned at approximately 7:41 p.m. PA leadership thanked families for attending and invited parents and caregivers to reach out with questions, concerns, or topics for future meetings.

Prepared from the September 23, 2026 PA meeting transcript.