Parent Teacher Association
General Meeting
February 2, 2012
Minutes

Call to Order
The meeting was called to order at 6:40 pm.

Co-President’s Report
The January, 2012 minutes were presented and approved. Attendees were reminded of the date for the 2nd Annual Auction and International Food Festival and told that tickets can be purchased online at brooklyntechpta.org OR at the February & March PTA meetings.

Ms. Borivilas – College Office
Ms. Borivilas highlighted upcoming dates and events that the College Office will be sponsoring. Chief among these dates are:

- Senior transcripts will be sent out the week of February 6th to colleges who have requested them.
- College Information Night – Wednesday, March 14th 6:30pm to 9:00pm in the auditorium
- College Fair – Saturday, May 5th 1:00pm to 4:00pm in the student cafeteria
- Panel Presentations that will be taking place in the Teacher’s Cafeteria from 3:15pm to 4:30pm
  - Wednesday, April 18 – Architecture Programs
  - Wednesday, April 25 – Engineering & Aerospace Programs
  - Wednesday, May 2 – Media & Design
  - Wednesday, May 9 – Science Programs
  - Wednesday, May 16 – Liberal Arts Programs

Mr. Asher – Principal’s Report
Ms. Sullivan, the AP of Organization, gave the principal’s report on behalf of Mr. Asher. She informed parents that the Spring semester commenced on January 31st and that the final report cards for the Fall semester are to be distributed on February 6th. Ms. Sullivan also addresses the delay in getting student scan in times uploaded to Daedalus. As the system was in the process of being upgraded, there was a delay in getting the information on Daedalus, but all information should be available to be views the week of February 6th. Finally, Ms. Sullivan discussed the C-30 process for the AP of Engineering was scheduled to be held on Tuesday, February 7th

Ms. Marquez - AP of Student & Parent Engagement Report
Ms. Laura Marquez introduced herself as the new AP of Student & Parent Engagement (IA) and gave brief insight into her past teaching & administration positions. She gave parents her email address – lmarquez2@schools.nyc.gov – in the event that they needed to contact her for any reason.

Iris Lam - Treasurer’s Report
Iris Lam distributed and reviewed the budget for approval. The budget was approved.

Mr. Williams – AP of English
Mr. Williams gave a presentation regarding effective study habits in general as well as English specific work tips. Regarding the English specific tips, Mr. Williams stressed the importance of doing and HANDING IN the homework. In addition, students need to read the assigned material. Reading the Cliffs Notes or trying to get by just listening to teacher and discussions in class is not enough.
In addition to homework and reading assignments, Mr. Williams discussed that writing is a major concern. He advised parents and students of the following aids to assist with the writing assignments:

- All major assignments should have multiple drafts before the final product is handed in.
- Drafts should be brought to the teacher or peer tutoring to be edited.
- Revision, revision, revision. Take editors suggestions and incorporate them into the assignment.
- Tech has joined an online resource to assist with writing assignments. The site is www.sasinschools.com. The username is usually99modern. In the dropdown box select WRITING SKILLS under the English Language Arts tab.

When speaking of ways to improve study habits and grades overall, Mr. Williams used the following acronym: S T U D Y

S – Setting. Where is the student doing their work? Is there background noise? Is it well lit? Where the student does their work and studies affects their productivity

T – Time. What time do they do their work? Studies show that students are most productive between 3pm and 7pm. Also included with time is time management and focus. If students are focused during homework & study time (no Facebook, Twitter, instant messaging, etc), tasks won’t take as long and they will be more productive in a shorter amount of time.

U – Unified effort. Unified effort speaks to the value of study groups. Students who use study groups tend to do better than their peers who study on their own all of the time.

D – Distractions. Distractions need to be limited as much as possible. Some students may find that some background noise works for them. But social media should not be in use during homework & study time.

Y – You. The person who has the biggest affect on your homework and study habits is YOU.

Ms. O’Connell – Colleges That Change Lives

Ms. O’Connell’s presentation focused on helping parent and students reduce the stress in the college selection process. Among her recommendations were:

- Look at your student first, not the colleges.
  - What size is best for them?
  - What type of learning community do they thrive in?
- Look at colleges that participate in the NSSE (National Survey of Student Engagement)
- Create a spreadsheet to keep track of your choices, mailings, visits, connections, etc.
- Create a time each week when college is talked about.
  - Otherwise the conversation is constant and becomes overwhelming.

Ms. O’Connell’s company – Colleges That Change Lives – has found that schools that offer the ability to work with faculty and peers in small groups where they are highly engaged, offer study abroad programs, and did well on the NSSE survey were the schools where students and parents felt they got the best value for their money. She suggested that when visiting schools or college fairs that students make personal connections with the admissions counselors. Make sure students give their email so communication can continue and ask though provoking questions so that the student is memorable to the admissions officer because by and large the admissions officer that you see at your local college fair is the officer who evaluates the applications from the area.

Colleges That Change Lives will host a fair in NYC May 21st and 22nd. Information can be found at www.ctcl.org.
The meeting was adjourned at 8:35 pm

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