

CES PTA Executive Board Meeting Minutes

September 8, 2014 @ 8am

Meeting called to order at 805am.

Attendees: Mr. Greubel, Mrs. Greenberg, Mrs. Morris, Susan Merkel, Janet Gracie, Melissa Wanner, Sarah Vandegrift.

1. Pledge of Allegiance
2. Reading of Mission of the PTA
3. Approval of Minutes from last Executive Board Meeting and General Membership Meeting
Meeting minutes approved: Susan moved to accept; Janet seconded the motion; unanimously approved.
4. Principal's Report
 - The Media Center project finished and doors have been installed. Still working with the county to get new sound absorbing panels. AACPS would like to use CES as a model for an enclosed library.
 - New staff:
 - 5th grade (an overhire: Stacy Leicth): Mrs. Farrish going on maternity leave. First time AACPS has done an 'overhire.' Teacher has been with her in class until she goes on leave.
 - Elizabeth Riisen from Hilltop ES; Elizabeth Rhoades (4th); Mrs. Teal from Crofton ES (4th grade).
 - We have 2 speech pathologists (a 1.0 FT and a 0.6) rather than one pathologist and a speech assistant. New ESOL teachers shared between Mayo Elem School, CES and Shady Side.
 - New instructional technology support technician, new People Personnel Worker
 - Dr. Arlotto visited last week, very complimentary about CES. Said the school looked like it was mid-October. School looked great!
 - Looking at a new Kindergarten reading assessment: new AACPS focus is on early literacy (K-2)

- Mrs. Barre: promoted to a Principal at Woodside ES. Announcement will be made at Back to School Night. She will be here until mid-October. Will begin interviewing for a new VP ASAP.
- Will discuss a date for Media Center dedication to Mrs. Haberlein in the near future. Library is complete.

5. Officer's Reports

a. President: Janet Gracie

- Membership: Consider an online directory for next year. Will discuss in the future. 2014-15 directory likely out in November.
- Extracurricular programs: Chess club, Girls on the Run and Yoga starting end of September. Also, possibly Hero Boys running club.
 - Will have PTA hall monitors circulating during after school programs. Also, will try and have a parent volunteer in the room for clubs that do not have a current PTA member or faculty member (Chess, Lego club, engineering, Spanish club). A new CES best practice.
 - South River Martial Arts has requested to talk with the PTA about possibly doing an after school program.
- E-blast question: What is appropriate to include?
 - Mr. Greubel shared some background about the ACCPS Backpack flyer rules: PTA, school, Board of Education only can put flyers in backpack flyers. Could put other items in the school lobby.
 - New ruling: if the school has a bona fide partnership with the organization, the school could send a flyer home for those groups. Discussion included allowing things that would benefit parents (instrument re-sales, etc).
 - Decision was made to include PTA items, CES items, AACPS items, local sports groups, and groups that have a bona fide relationship with the school/PTA and not include private

companies/organizations. Non-school/PTA items would run on week only.

- i. Next Parent Coffees: 9.8.14 and then 11.3.14
- ii. Class t-shirts (Status): K-4 has begun. 5th grade shirts are different and that is in the works with
- iii. Open committee positions
 1. Reflections: We have had a volunteer Elizabeth Ramirez. Discussed with Mrs. Morris. Starts soon, but she hasn't seen a flyer. Entries not due until October so she was comfortable. Need to send out Rules, criteria for the program. Will have Elizabeth contact Glynis L., Mrs. Morris and look at the AACPS PTA for details and next steps. November 13th targeted date: awards, medal, and pizza.

b. Vice President: Melissa Wanner

- i. Fall Casino Night: November 8th targeted. In final discussions with Yellowfin to firm up a contract. Will charge \$40 per ticket. We are 6-8 weeks out so realistic fundraising target is \$5000-6000 for funds raised. If successful and CES PTA would like to do it again next year, we can begin planning in early spring to increase profitability.
- ii. Dr. Greubels anticipated needs for PTA funds: Technology. Moving into a technology 'maintenance phase.' Consider several document cameras in reserve for when they go out for repairs (can take months to get them back from AACPS repairs). Additional shelving for media center.
 1. County just put a focus on Fontus and Panell Assessment monitoring program (\$400 per kit). Believe this will be an instructional initiative. AACPS will provide 1 per 2 teachers. We could set each teacher up with a set.

2. Brain POP purchased last year with PTA funds: warehouses instructional videos clips (3-4 minutes), pre-approved by the board. Teachers have access to grade-level appropriate. Information, without ads. Science, etc. Provide students another source to use for writing – an increased focus by AACPS this year.
 3. Lucy Caulkins study units- CES bought for every class b/c no core materials to teach it. Brain POP another source.
 4. All of these resources will provide teachers materials to teach the Common Core.
- iii. CES PTA is a 501 c 3 not for profit so we are not tax exempt. CES is tax exempt.
 - iv. Tiger Trot race/run event: more details in future. Focusing on fall fundraising.
- c. Treasurer: Susan Merkel
 - i. No outstanding checks. \$17,226.99 current PTA balance. Will bring it to the General Membership meeting on September 8, 2014 for approval. Susan prefers receipts from teachers by December and the sooner the better. Checks can be written after budget is approved on 9/8/14.
 - d. Secretary: Heather Zivkovich, absent
6. Fundraising: Pamela Murray (absent)
 - a. Programs that have been run in the past: Razen food, Square 1 Art, Mixed Bags, other products/candles. Razen food is a lot of work for the front office. Was better last year because there were more PTA volunteers. Could consider Mickman wreaths but unsure if we can secure a delivery date. Those may book up. Need to inquire. Group would like consider Mickmans if a date is available. If not available, perhaps consider focusing on Square 1 Art and Casino Night. Estimate profit around \$5000-6000 since we have 6-8 weeks to solicit

advertising in the auction brochure and for the adult auction baskets (no class baskets). Janet to speak with Pam about these discussions. If that proceeds, need to contact Razen to see if any penalties to cancel. PTA Board okay with forfeiting a small amount of money, but not expecting that.

7. New Business

Dates to Remember

September 8 @ 915am: Parent Coffee

September 9 @630pm: Back to school night; PTA General Membership Meeting

September 17: 2 hour early dismissal

September 25: No school

November 8 (tentative): Casino Night

Respectfully Submitted,

Melissa Wanner