

**PTA Maryland Congress of Parents & Teachers, Inc.**  
**Board of Directors Meeting**  
**Maryvale Elementary School- Media Center**  
**July 13 2017, 7:00 PM**

**Call to Order:** Meeting called to order by President, Sabine Philippe, at 7:10 PM.

**Purposes:** Monthly meeting. Agenda prepared by President, Sabine Philippe.

**Quorum:** Quorum established.

**Minutes:** June minutes were reviewed and Liliana Brown moved to approve the minutes. It was seconded and passed.

**Agenda:**

1. Treasurer report: Liliana Brown reported.
  - a. Carryover from 2016-17 year is estimated at \$6116.98 plus the actual net income (about \$4362.72). It is more than desired, so more funding may be granted to teacher requests upon approval of board.
  - b. Funding requests- Liliana Brown met with M. Susie Prin about the teacher funding requests. M. Susie Prin will review some of the requests with the staff to see if anything can be consolidated (STEM clubs, field trips). M. Susie Prin will follow-up with Liliana Brown by August 28th so budget may be adjusted for these items.
    - i. Media Center On-Line Resources- All agreed to approve Sharona Chittum's funding request since there are extra funds available and the resources will directly benefit all students.
  - c. Liliana Brown suggested editing the category titles on the budget summary to simplify how we report categories on the MCCPTA forms. All were in agreement. She will make edits and discuss next meeting.
  - d. Discussion about budgeted expenses that were unused in 2016-17 year:
    - i. Teacher/PTA Connection Incentives: gifts for personal celebrations (gift card for new baby, retirement, wedding, etc)
    - ii. Directory- Delon Pinto volunteered to work on directory this year. Hard copy to be printed and offered as a benefit of joining PTA. Need to wait until directory opt-out form is sent home.
  - e. Summary Budget will be presented to the general membership on Sept 5th (first meeting) for approval. Line-item budgets are not voted on.
2. MCCPTA Rockville area meeting on 7/20 at Wooton HS- Delon Pinto will be out of town. Liliana Brown volunteered to attend.
3. Maryvale to host BOE meeting with Rockville cluster in May 2018- All agreed Maryvale should host a meeting.
  - a. M. Susie Prin provided remarks based on a meeting she attended in the past. Meal can be served. Round table talks on different topics that groups rotated to after meal. PTA board members of Rockville HS cluster schools would attend along with MCCPTA BOE. We are given a date by BOE. Coordinate the night's events and program with the other PTA boards at: Wood MS, Barnsley, Flower Valley, Maryvale, and Rock Creek Valley.
4. Blue Book updates status- officers need to sign up ASAP (Lily, Crystal, Sabine and Jen).
5. Sandburg PTA contacts- Sandburg does not have a PTA. Reach out to group of parents that are leaders for the program so they may attend Maryvale PTA meetings and to keep communication lines open.
6. Fall Fling Coordinator & Sponsorship Update- Anne Simcox is not coordinator anymore. Ruth Castillo is working on the sponsorships. Jenifer Cushing will talk to Elissa Lei to see if another date can be selected so Elissa Lei can be the coordinator.
7. Spirit Wear- All agreed that Tiffany Blunt should move forward with ordering new logo spirit wear as long as the school colors are maintained. Want to have new shirts available for sale for Open house on Sept 1st. Will

have separate form for buying spirit wear this year. Tiffany Blunt will give all funds directly to Liliana Brown rather than selling spirit wear on the membership form as was done in past years.

i. A suggestion was made to post spirit wear online for sale too, can use Paypal.

8. Membership- Discussion about having an online directory and or paper directory and it was decided to distribute a directory as a membership drive reward. It could be available for distribution in October 2018.
9. Negative lunch balances for students- M. Susie Prin reported that there is an outstanding balance to be paid to the county for lunches provided for students during the 16-17 school year and asked if the PTA would be willing to pay the balance. It is not a huge amount; however, she will talk to Susan Nolte about another possible way to pay this off and let us know if help is still needed.
10. Staff changes- M. Susie Prin gave update on changes for the 17-18 year.
  - a. Kindergarten classes are same- 3 English classrooms, 2 French classrooms.
  - b. 1st grade: 2 English, 2 French classrooms. One less English classroom than before. If more than 17 students per English class enroll, another teacher will be hired.
  - c. 2nd grade: 2 English, 2 French classrooms. No changes to teachers
  - d. 3rd grade: 2 English, 2 French classrooms. Mrs. Wuraola Adeya is staying as English teacher, Ms. Ghislaine Kaduno is staying, but switching to FI; New teacher E. Sealy is teaching English. Looking for 1 French teacher
  - e. 4th grade: 2 English, 2 French classrooms. English teachers: Josh McCarthy and a new teacher from Resnik ES, Julia Payot and Allison Crean will teach FI
  - f. 5th grade: 2 English, 2 French classrooms. English teachers: Chris Fidotta and Ms. Williams is starting new. New FI teacher, Ms. Hamez, is coming from a private school and looking for 1 FI teacher.
  - g. Michele Anne Ebe-Riley is the new FI coordinator.
  - h. Teachers have a choice of being on a committee or hosting an after-school activity.
  - i. All-inclusive after school programs for English and French students (Michelle).
    - i. M. Susie Prin suggested offering an after school French, Spanish program for English students.
11. Other topics:
  - a. First PTA meeting- Michelle Weisse suggested spending the first 15-20 mins to explain what the PTA is and how families can be involved, the general meeting procedures, voting procedures, purpose and mission, why it is important to continue to come to the meetings all year long. She offered to present this segment of the meeting.
  - b. Back to school school night: Sept. 12th
  - c. Fun Run Planning- discussion was tabled at this time. Consideration is being made to change the fun run to a PTA family health night in the spring of 2018.
  - d. Membership form- Michelle Weisse will update it for upcoming year.

Adjourn

8:30 pm

Minutes prepared by Jenifer Cushing, Secretary