

**PTA Maryland Congress of Parents & Teachers, Inc.**  
**Board of Directors Meeting**  
**Maryvale Elementary School- Media Center**  
**December 5, 2017, 6:00 PM**

**Call to Order:** Meeting called to order by Vice President, Crystal Lane, at 6:05 PM.

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

**Quorum:** Quorum established.

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

**Treasurer's report:** Liliana Brown reported.

- Fall Fling goal reached.
- Book Fair goal reached.
- Cougar Cash direct appeal fundraising has not been fully established and holds fundraising potential. Budgeted \$5000.
  - Consider recruiting a Cougar Cash Campaign Manager
  - Or change the focus from direct appeal toward fundraising the Goodbye Carnival. Most are in favor of focusing on the Goodbye Carnival.
- Khaleshia Thorpe-Price is planning a cultural assembly and author book reading with M. Susie Prin. Dates unknown at this time.

#### **Upcoming Events**

- **Holiday shoppe (12/12-12/14).**
  - Crystal Lane reported that all supplies in and to be organized this week
  - Need more volunteers. Signup Genius has been created and will continue to be announced.
    - Consideration: possibly eliminate a day if not enough volunteers.
    - Consider also allowing students that missed their allotted time to come on Movie night to shop.
  - M. Susie Prin reported that her Lunch/Recess staff expressed concerned about the need to help volunteers find children on the playground and taking their eyes off of watching the children. M. Susie Prin made a suggestion that the grades that eat first, line up in 2 lines after lunch: 1 for holiday shoppe and 1 line for playground. 12:40 1<sup>st</sup> grade
  - Suggested schedule
    - Day 1: Grades 3<sup>rd</sup> (11:30 Recess time), 4<sup>th</sup> (12:05 Recess time), K (1:15 Recess time)
    - Day 2: Grades 5<sup>th</sup> (11:40 Recess time), 1<sup>st</sup> (12:40 Recess time), 2<sup>nd</sup> (1:50 Recess time)
    - Day 3: leftover students and Pre-K students will shop with teachers.
- **Restaurant Night at Silver Diner 12/14 from 5-8pm**
  - Same night as the Winter Concert, so M. Susie Prin said she will not be able to attend. Overall profit may be affected because of dual events occurring.
- **Movie night (12/15) from 6:30-8:30pm (Sariah)**
  - Approved allergy free foods: oreos, goldfish, pretzels, water, popcorn.
  - Encourage pizza sales as many families do not have time to eat dinner before coming.
    - Jenifer Cushing to talk to Sariah Toze about pizza option. Jenifer Cushing will buy snacks, water and maybe pizza for the event.

#### **Programs and Events**

- **Book Fair:** Liliana Brown reported.
  - Decided to take a 0.5% sales bonus as cash. Can use to buy the media center sound system (but may not be the sound system we want) or book fairy (but learned that books have already been ordered).
  - Total profit= \$2972. \$690 from Bonjour Mama; \$382 from Used books; \$1900 Scholastic
  - Goal was to make \$1500 for new Media center French and English books, which was met.
  - Consideration for next year: Buying teachers books from their wish list because some teachers do not get any books from families; however some get a lot of donations and would need to decide how to balance it out.

Minutes prepared by Jenifer Cushing, Secretary

- Media Center Sound system- Patrick Schoof is looking at better price for the one that Sharona Chittum picked out as it is outside of our budget. Sharona Chittum shopped on the Pop-up County bids and she is okay with buying from another seller if it is comparable equipment.
- **Goodbye Maryvale Carnival:**
  - 1<sup>st</sup> Need an event coordinator. Start searching for a coordinator now and being active planning in January.
    - Put together general description of the event to recruit a coordinator.
  - Keep a running list of ideas and things to do for the event. And can put all the ideas in a central place.
    - Current Ideas: Call back past staff and principals, alumni for participation. Solicit businesses for grants, fundraising.
- Karen Kee reported on Programs.
  - Afterschool programs being considered and coordinated. Now have a protocol in place.
  - Host a family program Math night- by Mathnasium.
    - Considerations:
      - Joan Vilkinofsky mentioned that for for-profit organizations, PTA can support them but cannot distribute flyers directly to students. Flyers can be in the front office display.
      - Liliana Brown asked: How much will they contribute to PTA.
  - Art Program- Young Rembrandts

**Membership:**

- Current membership number is lower than in the past.
- Liliana Brown reported that teachers want the paper form to fill out membership.
  - For families that do not have internet or find it easier to fill out form: Send out a paper form monthly/quarterly to families or around report card distribution.

**Communication:** Delon Pinto reported nothing currently to report.

**Delegates:** Nothing to report currently. Brian not present.

**Other items:**

- Update on Book delivery (have everyone received books ordered)
  - Liliana Brown will ask Jennifer Fulton.
- Science Fair- Coordinators to be determined.
  - Those interested are Yen, Crystal, and possibly Khalesia.
- Not discussed due to time restriction:
  - Update on Silent Auction (Still opened? All items delivered? Open to public on other network?)

**Adjourned:** Meeting adjourned at 7:00 PM.