

Maryvale Elementary School PTA Executive Board & Committee Minutes August 31, 2010

The Executive Board of the Maryvale PTA met on August 30, 2010 in the school's media center. The meeting was called to order at approximately 7:00PM. Those in attendance were:

Esther Alessio
Parfait Awono
Gail D'Almeida
Sima Blackmon-Hall
Brenda Diaz
Cristie Good
Karen Gregory
Marie-Stella Heiser
Mara Lynch
Norma Mendoza
Anne Simcox
Jackie Suzich

During the summer vacation, the Board voted via email 3 - 0 with six abstentions to approve the minutes from the June 15th meeting.

In August, the Board also unanimously voted, via email, to direct the Treasurer to create a Maryvale PTA PayPal account and link it to the Maryvale PTA.net webpage.

The meeting was called to order at 7:00PM by Jackie Suzich. Audra Herzog, PTA President for the 2009-2010 school year had agreed to remain in the president position until a new president was voted in. Audra was not present at the meeting. The Board voted Jackie Suzich as Acting President of Maryvale PTA. The Board also voted Parfait Awono as the Executive Vice President of Maryvale PTA. Jackie has volunteered to be the new PTA President and there will be vote on the position at the next general PTA meeting on September 7.

INTRODUCTION

All those who were present at the meeting introduced themselves and identified their role with the PTA.

President's REPORT

1. ***Celebrate Calm*** Schools in this cluster asked Karen Gregory, Acting Principal of Maryvale, if Maryvale would like to participate in this event on September 30, 2010. Rockville High School has made reservations for the event which is open to parents. Participation requires a \$142 fee to help with the funding. Depending on the number of schools that will participate, the fee could change. The Board agreed to fund this event.

2. **Part-time Staff Membership Dues** The Board was asked if they would be willing to reduce membership dues to part-time staff. The Board agreed that part-time staff would be charged \$5.00 for membership; of that 75 cents goes to Maryvale. Jackie noted that the staff should be made aware that the PTA will only receive 75 cents.
3. **Parent Encouragement Program (PEP) /Speakers** Jackie went over the PTA objectives and indicated that having speakers at PTA meetings is a good way to encourage membership and have successful meetings. Jackie suggested PEP for possible speakers, based on her positive past experience with their presentations. They ask a \$110 donation to have someone come to speak. Jackie would like everyone to send her an email on what they think of this idea or others. The question of whether they have Spanish-speaking speakers came up – Jackie said she will check into it.

Karen stated that MCPS has changed bullying language and she is addressing the change with her teachers. Karen suggested Matt Komins as a speaker on bullying; he apparently does a good job and does not charge a fee. Gail expressed concern for obtaining translators. MCPS has a translation program; one must give notice and it is done through the front office.

4. **Carl Sandburg Learning Center (CSLC)** This is a small public elementary school that is dedicated to providing special education instruction to students with multiple disabilities. Karen spoke with Dr. Liebes, our local Cummunity Superintendent. CSLC is not allowed by State law to have its own location because they are a specialty school; they must be co-located with another school. Maryvale, as well as others, is being considered as a possible site, since CLSC is already located in Rockville. Carl Sandburg would continue to have its own administrative staff.
5. **Capital Improvement Projects (CIP)**: There is a need for representation from Maryvale at the meetings which are held on a monthly basis. Give Sima names of interested candidates.

FUNDRAISING

Gail is planning three fundraisers for the year.

1. ***Innisbrook*** – She already has an agreement with them, and is planning to send out information with students on October 1. Parents will have till October 18 to place orders. The expected delivery to Maryvale is December 6. There must be a 50 percent student participation. PTA will receive a 50% profit for items such as gift wraps; 45% for chocolates; and 40% for online orders. Five or six volunteers will be needed to assist with the sorting and delivery of the items to students' classrooms. The tax for the items is already factored into the price of the merchandise.
2. ***Original Works*** – Students create art work and it is put on a variety of items. This fundraiser will kick off in early spring around April for Mother's Day. Artsonia was mentioned as it is already at Maryvale. Gail will follow up with Mr. Clay to learn more about it.
3. ***Chocolate Sale*** – This fundraiser will take place around Feb/March for Easter.

TREASURER'S REPORT

The audit report was good; they praised some of the improvements Jackie made last year and they endorsed changing our accounting tracking system to QuickBooks.

The Treasurer's report will appear on a monthly basis. It is not acceptable to carry over more than half the annual budget.

Mara is questioning if M&T is the best bank for the PTA account. It has limited banking hours and does not offer online banking for this account. Mara will explore other options. She has also cancelled the PTA ATM card.

Budget – lengthy discussion

1. **Scholarship money** – The scholarship money needs to be advertised more. It can be used for kids who cannot afford a particular event. Karen stated that free/reduced-meals recipients is a good measure of a child's needs.
2. **Coffee for Staff** – Staff has requested that the PTA provide coffee for staff. The Board voted to provide coffee for teachers and staff; money will come out of the teacher appreciation funds.

Mara will send out revised budget.

PROGRAM SUPPORT & MISCELLANEOUS

1. **Guest Speakers** - The current budget allocates \$220 for guest speakers' fees.
2. **Gift Cards** – idea of giving teachers a \$25 gift card if they attend PTA was discussed; no noted conclusion. Karen would like teachers to present at PTA; she has three nights that she can use (one is for back to school) and she could use one for PTA presentations, and possibly the third one for Spring Fling.
3. **Spring Fling is May 14** – PTA would like teachers to be there. An idea of each teacher putting a promised activity with a student in a bag was suggested.
4. **Music/Art/PE** get less money designated to them. Karen will check with Sharona Chittum regarding a DVD????

MEMBERSHIP

PTA membership is up to 50; ten of which are teachers.

Norma will provide Spanish translation for PTA meetings.

Next meeting – Karen will have 15 minutes at beginning of meeting.
Voting of President will be the first thing.

The meeting was adjourned at 9:15PM.