

Westowne Elementary PTA

Meeting Minutes

October 18, 2016

Attendees: Judy Robey, Cathy Ritzes, Becky Bass, James Butler, Mary Rose Lund, Sara Muempfer, Kara Moro, Chrissy Heiland, Tya Courtney Muhammed, Melody Higgins, Amanda Ferragamo, Gina Godleski, Jessica Tartal, Jessica Brown, Dianna Bell, Sharon Vaughn, Chris Burk, Katie Reisner, Kristal McCormick, Joyce Henson Smith, Sheila Barksdale, Kecia Johnson, Crystal Shelley, Stacie Lauer, Justine Stull, Sarah Fondelier, Amanda McBride, and Scott Palmer

Welcome & introduction: Meeting called to order at 7:05 PM

Approval of minutes (June-September)

- Motion to approve the minutes as written passed

Treasurer's report

- Revenue update highlights: Individual donations \$660.27, Corporate donations \$700, PJ Day \$324.17, SweetFrog Restaurant Night \$135.00, O's Night \$640, Spirit Wear \$464
- PTA received \$200 donation for Drama Club
 - Motion to increase the drama club budget; membership voted to increase budget from \$1,700 to \$1,900

Executive board and chair report

- Membership
 - 229 members, 35 staff, cards distributed to all members
- Reward Programs
 - Box tops - \$434 so far, lots to count and turn in for November 1st deadline
 - Giant A+ rewards - October 7-March 13, must sign up at the website, need the bonus card #
- Fall Festival
 - Volunteer at <http://signup.com/go/VrzUvN>
 - Need more volunteers, bring in canned food and winter coat donations, lots of entertainment and games, silent auction and raffle, spirit wear sales, membership table
 - \$5 for hand stamps to participate in games and activities
- Advanced Academics
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- Sidewalk Improvements
 - County to take on projects instead of Federal Safe Routes to School Grant
 - 1st project: completed - ADA ramps on both sides of Harlem Lane

- 2nd project: in progress - walking path along Old Frederick where Bristol Green is located
- 3rd project: path behind school - near playground; hopefully to be completed in Spring or Fall 2017

School report

- Principal

- Thank you to the PTA members for support in opening of the new building
- Construction on schedule
 - parking lot to be finished by Thanksgiving, perhaps sooner
 - no standing water in bio-retention area, lots of plants to come
 - soil removal still in progress
 - athletic fields to be completed after parking lot; won't be able to use for a year
 - more cement work to be done, connecting primary playground and area where Y enters and exits
 - still waiting on playground railing; inspectors require a new railing before the larger playground can be opened
 - court yard work continues; wood bench seating to be installed
 - car rider line will improve with parking lot completion
 - more interactive projectors to be mounted, programing lights continues, programing heating and cooling systems continues, small painting and drywall projects continue
 - still waiting on trashcans
 - curb cutout near bus loop needed; will work with the county to accomplish this in the future
 - the marquee is still in progress
- Today was National Elementary Honor Society inductions
 - 58 4th and 5th grade students inducted
- Ribbon cutting happened last week - thanks to PTA for the t-shirts
 - Included all kids in the ceremony
- Additional 3rd grade teacher provided by the county
 - Interviews being conducted to find qualified candidate
- Additional KCLS teacher needed, as well as .5 special educator
- October 28 is the end of the marking period
 - Report cards to be distributed November 10th
- County wide calendar meetings taking place to vote on **this** years calendar change options
 - Please email your input to school board now

- Teacher liaison

- Drama Club is asking for builders/handy people to help build "Pride Rock" for the set

- Literature night planning: teachers request PTA's assistance asking for supply donations as needed
 - \$500 PTA budget

Meeting topics

- Upcoming events
 - Curtis Blues Assembly – Thurs, Oct 27
 - Fall Festival – Sat, Oct 29
 - Grilled Cheese & Co. Restaurant Night – Thurs, Nov 3
 - Pajama Spirit Day – Fri, Nov 4
 - Next PTA Meeting – Tues, Nov 15
 - Movie Night – Fri, Nov 18
- Clubs: Chess, Lego Robotics, Yoga
 - Thanks to Greg Russell, Amanda Feragamo, Mr. Landel, Sarah Petersen, Nat Busbee, Kristal McCormick, and Melody Higgins for teaching/assisting
- Chairperson needed for:
 - Restaurant Nights – currently scheduled through January; quick, monthly project
 - Assemblies – two large assemblies already booked; require assistance for potential small preschool – K assembly
 - Fall Fest 2017
- Catonsville Christmas Tree Lighting
 - Ornaments due by approx. Nov 18
 - Adele Snow will be coordinating supplies
 - Should be given to teachers two weeks in advance of due date

New business - suggestions from membership

- Halloween dress-up won't take place this year

General meeting adjourned at 8:11 PM

5th grade committee

- Review of 5th grade plan of work and committee overview documents
- Event coordinators to follow guidelines and budget in Plan of Work, liaise with 5th grade teachers, and provide progress reports at PTA meetings
- Reminders
 - Expenses must be pre-approved by PTA board and when appropriate, administration, and receipts are necessary for reimbursement.
 - Fundraisers: Can't do food sales for students during school day. Must follow PTA guidelines for 3 services to every 1 fundraiser.

- PTA and school can't run a pool party. Parents may organize, promote, and collect funds.
- Teacher and administration gifts from PTA funds must be modest. Parents may combine personal funds to purchase anything extra.
- Reach parents via Join Our Class and PTA/admin approved flyers. Crystal will create a 5th grade committee list to email to members.

Adjournment at 9:13 PM