

Atholton Elementary School
PTA Executive Board Meeting
April 7, 2008

Meeting Attendees:

1. Lori Donato, President
2. Stacey Matson, Recording Secretary
3. Mary Beth Waak, Corresponding Secretary
4. Mrs. Debra Anoff, AES Vice Principal
5. Mrs. Bauer, AES Principal
6. Brenda Clyde, SIT & Bi-Laws
7. Bryna Weiss, Reflections
8. Patty Dugan, Treasurer
9. Shelly Cohen, Membership
10. Eileen Bernstein
11. Robin Nikiel
12. Melissa Kominos
13. Sandra Sellman
14. Annemarie Habiger

The meeting was called to order at 7:00 PM ~ by Lori Donato.

Officer's Reports:

President: Lori Donato

- Gave the floor to Brenda Clyde – bi-laws:

Bylaws Committee: [Brenda Clyde] -. Working group meeting held – took existing bylaws of PTA and bi-laws of state and made adjustments as necessary. The Executive board needs to approve. May meeting – will vote and will be submitted to the state for approval. They will be good for 3 years upon approval.

Summary of changes AES must accept:

- No changes, Up to article 4, section 1: changed what it means to be a PTA in good standing.
- Section 12 of that article – nominating committee: appointed by the executive committee.
- Section 14 – keep books and taxes - we are now filing taxes – meeting all standards.
- Section 15 – changes to dissolving PTA
- Section 16 – violations of bylaws, criminal activities will be addressed
- Section 17 – forced to dissolve or dissolve on own – have to stop using PTA name,
- Section 18 – some of these bylaw sections have been made mandatory. We cannot change any of these. Two cases in which we added an addendum to that section to change.
- Article 5 – People can hold PTA membership in multiple PTAs.
- Article 8, section 1 – any member of executive board must be a member of the PTA. You cannot be paid by the PTA and be a voting member of that PTA. Core elected officers are now called the Board of Directors - just the 5 elected officers and can supercede the Executive Committee meeting. A closed meeting with the Board of Directors can be held. AES is
- Article 9 - executive committee is defined. A Quorum for that is a simple majority.
- Renumbered articles after that

*Changes for AES PTA: **BOLD Italics and Underlined portions of the ByLaws attachment***

- Tax ID will be added prior to submission
- Page 1 – AES PTA name updates made
- No change in Article 2
- No change in article 3
- Or 4
- No changes in article 5
- Article 6 – section 2 – 1 present, 1 VP, 2 secretaries and a treasurer
- Line item B – elections will be held in last general membership meeting of the year
- Item D – The Executive Board has a term limit of one.
- Section 4 – no changes
- Section 3 – must have slate

- Article 7, Section 1 – removed PTA / PTSA back to the Vice President
- Section 2 – added local duties for Vice President
- Section 3 – added “Recording” Secretary for clarification
- Section 4 – no changes
- Section 8 – added PTA Council of Howard County Delegate Role
- Article 9 – executive committee is the elected officers – scheduled monthly, but can call additional meeting or adjust dates with 7 days notice
- Section 3 – executive committee must have a quorum to conduct business.
- Quorum is defined under Section 6: simple majority and 1 rep from each subcommittee from each of the 5 subcommittees: 7 people.
- Article 10 – if elected to a committee chair, you must stay one year, but can serve multiple terms.
- Article 11 – 3 General Membership meetings – first is back to school night, next is in the April / May time frame, last is almost always the choral concert where we elect the Executive board.
- General membership meeting – quorum is 20.
- Article 12 – PTA Council of Howard County – the PTA VP is a member. AES appoints their PTAC delegate and must be approved by PTA President (Term is July 1st to June 30th).
- Article 14 – AES runs on the state fiscal year
- Article 15 – articles of orders on file
- Section 1 – allowed to have amendments
- Section 10 – each of the 5 subcommittees should have a rep. The books must be passed on to next committee chair. If leave chair early, all funds must be returned
- Board of directors – can approve a budget adjustment of up to 10% on each line item.

Motion made by Shelly Cohen for presentation to the General Membership, seconded by Mary Beth Waak. Motion carries and will be presented in the General Membership meeting in May.

Other President updates: [Lori Donato]

- May 12th – General Membership Meeting - Howard County Crime Prevention Unit – to speak to the members on internet safety for Elementary levels. Please attend – we need at least 20,
- Book fair set for May 27-30 (Tuesday through Friday of Memorial day week). Atholton Excellence night will be held during the book fair time. Provide the kids who are presenting a coupon for \$1.00 for the Bookfair.
- Spring fling meeting – plans progressing – including some green activities. 11AM to 2PM will be the time for the event. Staff to help with food distribution, 1-2 staff per hour. Set up and clean up will be done by room parents. Relay for Life will do a lemonade stand as a fundraiser. Green team have 80 extra water bottles – will sell for \$3.00 and can get free water refills all day. Boy scouts will be encouraged to volunteer to get their community service hours.

1st Vice President: no 1st VP

Treasurer: Patty Dugan

- Banking Summary & Budget reviewed
- YTD Profit: \$6200 YTD.
- Just wrote \$220 check for insurance – obligated by PTAC to change insurance – liability and bonding, plus Executive Board. Paid through 2009.
- A few more expenses came through from Basket Bingo: \$2800 – income was \$6500. Final result: \$3800 profit. Use \$4000 from last year’s Basket Bingo, sitting in the bank – pre-allocated funds from last year. There is about \$7500 to spend on the AV equipment for the school rooms.
- Academic support: Teachers are allotted \$75 and para-educators are allotted \$50;
- Class Activity Fund: Team leaders are allotted \$250 per grade level. (related arts team)
- Mrs. Bauer has encouraged the individual teachers to not request their allotment this year to ensure that the funds are being used wisely through the team leadership. The AES Administration would like to review any requests prior to the money being provided.
- School supplies and Book Fair – only events left for this year.

Corresponding Secretary: Mary Beth Waak

- No report

Recording Secretary: Stacey Matson

- Read minutes from March 10th meeting

Brenda Clyde made a motion to approve as written the minutes from the last meeting, Lori Donato seconded the motion. The motion was approved.

Staff Reports:

Principal: Mrs. Bauer – unable to attend

- School improvement team has changed – monthly data discussions. Reading, math and individual student progress are discussed in SIT. Meeting this Wednesday with the parent group to get their ideas on how to influence school improvement plan – will not discuss individual students.
- Basket bingo – Mrs. Hammond researched... TVs will be obsolete soon and would only be used for morning announcements. Questioning if that is the best expenditure. Technology may be the best use of the funds. Mobile lab: 15 computers today.
- Parent volunteer luncheon (11-1) or tea (2-4)? Want people to feel appreciated.
- NAESP - Just returned from Nashville – National Principals conference – 5000 all over the world. Workshops and key note speakers – very valuable professional development. 4th conference attended by Mrs. Bauer. Great resources for new teachers, experienced teachers. 10 Principals out of 40 elementary attended from Howard County. Next year – will be in New Orleans and they will have a community project to give back.

Vice Principal: Mrs. Anoff

- Reading MSA went well. Reading make ups are done. Great turn out and prepared.
- Math MSA tomorrow and Wednesday. Thursday & Friday make ups. MSA window is open until next week.
- Second grade testing April 21-23.
- Simulated Congressional Kickoff – April 23rd.
- 5th Grade for science MSA
- April 28th-29th: Mrs. Jameson's class (all electronic this year – no statistical difference last year's scores from pencil/paper vs. electronic)
- May 30th: Panther Pride Day
- April 1st and April 5th: MSA testing - Mrs. Johnson's class
- April 8th-9th: MSA testing - Mr. Garner's class
- May 13th-5th: Reading picnic
- May 15th: Reading picnic
- May 16th:
- May 21st: Simulated Congressional Hearing
- May 29th is Atholton Excellence night
- May 29th: Strings concert in the park
- June 3rd: Band concert dates (rehearsal June 2nd)
- June 3rd: Field day
- June 5th: Chorus concert

Committee Reports:

- **Family Fun / Spring Fling:** [Lori Donato] – spring fling covered. Green theme: will try to get donated books to sell at the event. The funds would be donated to the media center. Nike takes recycled tennis shoes into black top surfaces. In contact with Nike to find out how we can donate large numbers of shoes. Event will be held rain or shine.
- **SIT:** [Brenda Clyde] – nothing to report – meet Wednesday.
- **Staff Appreciation:** [Lori Donato] – Volunteer coordinator / book fair
- **Basket Bingo:** [Patty Dugan] – update given above in Treasurer's note.

- **Book Fair: [Lori Donato]** – May 25th-30th
- **Box Tops & Labels:** [Lynette Palmer] – \$535 check received (per Patty Dugan). Keep sending them in. Huge order placed by administration from box tops and labels. Needs to be advertised
- **Market Day:** [Lori Donato] – \$270 made – donated to the Green Team last month
- **Membership:** [Shelly Cohen] – just trying to close the year out. Still a few executive members who are not yet members. 3 duplicates: 268 members.
- **Cultural Arts:** [Melissa Caminos] – no update
- **5th grade:** [Patty Duggan] – no update
- **Plant Sale:** no update
- **Reflections:** [Bryna Weiss] – no update
- **School kids:** - no update
- **Shopping:** [Patty Duggan] – no update

New Business: none

Unfinished Business: none

A motion was made by Brenda Clyde to adjourn the meeting and Shelly Cohen seconded the motion. The meeting was adjourned at 8:40 pm.

The next PTA Executive Board Meeting will be held on Monday, May 12th at 7:00 pm.

Respectfully submitted,

Stacey Matson
Recording Secretary

Minutes approved _____
As written _____
As amended _____