



Stevens Forest Elementary PTA  
Your Voice Counts ~ Come Grow With Us!  
2016-2017

# STEVENS FOREST ELEMENTARY SCHOOL PTA

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sfspta.weebly.com



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2016-2018

## PTA General Meeting- 4/5/17

**Quiana Holmes called meeting to order at 6:34 p.m. in the media center.**

### **Board Members present:**

President - Quiana Holmes  
Vice President for Fundraising – Jessica Mahajan  
Vice President for Programs – Krista Threefoot  
Recording Secretary - Daphne Harrington  
Corresponding Secretary - Jonathan Edelson

### **Administrators and Teachers:**

Principal – Ernesto Diaz

### **Board Members absent:**

Vice President for Membership – Lena Kennedy  
Treasurer – Jessie Patterson  
PTACHC Delegate – Reg Avery  
PTACHC Delegate – Jacqueline Jacobs

### **General Membership Present:**

See attached sheet.

It is established we have a quorum

### **Reading and approval of the meeting agenda:**

1. Motion to approve the agenda
2. Vote: approved the agenda

### **Reading and approval of the Meeting Minutes: 3/1/17**

1. Motion to approve the minutes
2. Vote: approved the minutes

### **Monthly Highlights:** Quiana Holmes

Conference Dinner - Thank you Claudia for organizing and the volunteers who helped the night of the dinner.

International Night - Thank you to the International Night committee, administration, children and families that participated and our community partners. It was a fun, collaborative event.

Staff Meeting Snack - Thank you to the PTA board members who helped pick up the food and drinks, decorate, and set up for the staff meeting last Thursday. It was all very appreciated by the staff.

Bylaws Approved! - Thank you Daphne, the Bylaws were recently approved and the official letter is stored at school in the office.

### **Treasurer's Report** – Jessie Patterson via Quiana Holmes

Our current balance is \$14,488.97.

Jessie made out several checks to several people for their reimbursement from Art Night, International Night, Valentine's Dance, Hospitality Meals and PTA dues.

Only a \$20 deposit was made for the PTA membership dues. We did get \$750.00 grant from Verizon. However Jessie was not able to deposit the check because the name didn't match on the check (it didn't have "Stevens Forest Elem School PTA" on it).

Jessie just completed the Personal Property Returns and she is mailing it this week.

### **Nominating committee**

Currently there are nominees for the following positions: President, Treasurer, VP Fundraising, 2 PTACHC delegates, Recording Secretary, VP Membership (there is a candidate who offered to fill the position if needed)

The positions still unfilled are: Corresponding Secretary, VP Programs, VP Membership if possible

There is a request for a definite need for the VP Programs position or we can't have programs because that position is a lot of work and it's too much to be spread between the board members.

So far we're going to advertise on Facebook, website, email, and word of mouth, stressing the importance of filling these positions.

### **VP of Fundraising** – Jessica Mahajan

Things are going well for the dinner and auction. They didn't do a flier; they will do one and send home after spring break.

Diane has gotten many donations, most of the teachers and staff have offered or submitted something for the live auction, and food is planned. They are still looking for some food alternatives; Glenda is going to look into Lily's since they donated last year. Mrs. Albright is working with interns to have student activities during the auction. Jon has village volunteers serving food, so the school community volunteers can be focused on the auction part of the night. They need to have a layout of what is needed and where for setup, and all of the last minute details such as if computers are needed and where and tables etc.

### **VP of Programs** – Krista Threefoot

Staff appreciation planning is in the works. Krista is planning to do pretty much what she's done for the last couple of years -- flower sale and food treats every day, culminating with the lunch. As usual, she will create a card to be printed and sent home for students to color and give to a teacher. We might want to talk a little about the lunch -- the Hospitality chair will plan that.

Krista will get in touch with Jon about creating a sign-up form for food and flower sale help, and will start working on flyers as well.

If anyone has other ideas of something new we could try this year for staff appreciation, please let Krista know. Otherwise, we'll stick with what has worked in the past.

### **Principal's Report** – Mr. Diaz

SFES is gearing up for Spring Break.

Last day of school June 14<sup>th</sup>

Orange Ticket Madness is ending, the breakfast is on Friday morning, an early dismissal day. Some kids still get anxiety over breaks.

The summer meals plan that was held at Talbott Springs Elementary School last year will be held at SFES this summer, and we'll have summer school at SFES as well.

There is a Howard County Walk and Bike to school day on May 10<sup>th</sup>. There is a poster contest affiliated with this program, a flier will be sent home with details. There will be a Grand Prize of new bike and helmet, and honorable mention of \$25 gift cards for prizes for the poster contest. The deadline is April 24<sup>th</sup> for the poster contest, and the posters will be hanging around the participating schools.

Walking Schoolbus Program-- community members keeping an eye out for kids walking to and from school  
Mr. Diaz gave a few details about how it could work, as well as obstacles such as trusting your kids with people you don't know well out watching your kids.

Substitutes – Last school year, 2015-2016, SFES used 1,052 sub days. The average sub jobs across HCPSS per day are 500. Last year SFES used 817 sub jobs to March, this year they had 886 sub jobs. This is not adjusted for spring break in March last year vs break in April this year, and there were more snow days last year so there were less days worked last year to that date.

Substitute positions are a temporary position, so there are no benefits or retirement plans, etc., that would be available to non-temp positions. Subs get minimal training from HCPSS, mainly in using the system to find jobs and the process of the logistics. They don't need to have teaching degrees, although some are retired teachers and do have classroom teaching experience.

Teachers accrue Personal days and Sick days. If teachers do not either their personal or sick days, they then accumulate these days.

There is a brief description of how each of these days can be used, and when administration is alerted to misuse of the days. Personal days can't be added on to vacation to extend vacation. Technically teachers don't get paid for breaks; they are paid for approx. 190 days per year.

The other kinds of days or reasons for subs are professional learning/work days. These are professional learning days in addition to the scheduled work days that students have off. There are trainings specific to subject and grade. There are also Quarterly Long Range Planning meetings where teachers are out of the classroom. Math and Reading specialists meet with grade teams to work on specific goals for reading and math for the quarter. This is a sort of check in time for teachers and teams to make sure they are reaching their targets and what they should be planning for the next quarter.

One thing administration is working on is making sure that lesson plans are being done, and are done in a way that a sub can come in and read easily and be able to stick to the plan. Especially for the primary grades, these plans are very specific with lots of time ranges.

SFES Art show will be at The Other Barn on April 29.

Recess – The topic of recess is brought up, specifically making sure the students get the full 30 minutes of their recess. This can be discussed at the next meeting if people want.

**PTACHC Delegate's Report** – Reg Avery (this is sent ahead but not presented during the meeting since the delegates were not present)

#### PTACHC Delegate notes

PTACHC general membership met Monday, the 3<sup>rd</sup> of April at 7:30pm at Homewood Center. The meeting was opened by the President, and quorum was achieved.

#### **Legislative Update**

- There is a bill (HB 1299) to change how Howard County elects Board of Education (BOE) members. This is similar to what Montgomery County is doing. This has been approved at the local delegation level. Typically if approved locally, it will be approved at the next level. HCPSS Bus **Transportation/Requirements**
- There are 453 buses that serve over 40,000 students (over 2,000 are eligible for specialized services) and provide service to over 100 public and non-public schools in Howard County and surrounding jurisdictions.
- All school bus services use contractors. We still do not have enough bus drivers and we need to find more bus drivers. Pay averages \$16.50 an hour. Contractors are highly monitored. A criminal check includes the sexual offender's registry. If any criminal history, they will not make it through the initial screening.
- At over 20,000 lbs., school buses are the safest vehicles on the roadways for students going to/from school. Dave strongly recommends that when students are eligible for service, put students on buses.  
58% of fatalities are Teen drivers  
23% accidents with adults  
1% accidents on a school bus
- All of the school buses have a 4-camera system; however, none of the cameras is external and separate legislations must be passed at the county level to add external cameras. Cameras are not on the spare buses yet. 99.9% of buses have with cameras. The cameras purpose is to make sure students are safe. Each year, surveys are sent to school

administrators. It is deterring misbehavior on the school buses and cutting down on the time for investigations, since the videotape can be pulled. There was positive feedback from Worthington Elementary regarding the school being able to use the tape.

- There was a question about whether there was any discussion for increasing crossing guards? This can only be justified when the traffic engineers feel it is not safe for the students to cross. A policy is in development.

#### **Superintendent's Report –**

Nothing to report, the representative passed out the quarterly magazine.

#### **Board of Education –**

The BOE did not make a decision about websites. \$20+ million dollars that need to be cut. Over \$40 million from last year. There was mention of their 18-person communications department with a budget of \$2.3 million/year. If the PTAs do not want the websites cut, contact the Superintendent's Office and BOE office. The budget will have many cuts but do not want cuts to be in the classroom. The process is for the Superintendent to make a proposal, the BOE goes through and it became a joint request to the county. County Exec, Allan Kittleman, will do cutting which will go to the County Council, which can add monies in. At the end of this process, the County Council will send back a total amount of money that

HCPSS will be funded. This is when the BOE will look for ways to cut monies. Regarding the Para educators, the BOE added Para-educators to the budget request for an additional \$4 million over what Dr. Foose requested.

- Regarding situations occurring at school; A BOE member does not get involved with the specifics. If the issue is not being addressed through the normal procedures then contact the BOE. An individual BOE member cannot go to a principal about a particular child. (Please see the State Board Decision – the Superintendent basically won the decision. Cindy, the Chair of the BoE disagrees.)

- Policy 6010, Redistricting, was discussed in January. A new school is opening in September 2018. The threshold of capacity is not a hard and fast rule. More than half of HCPSS schools will be at a 105% or more capacity.

#### **PTACHC President Notes**

Suggest that there be an Ethics Code of Conduct policy for local units.

- Seeking Bylaws committee members. The bylaws are up for the tri-annual review.
- There is a workshop for parents and students about bullying on March 25 sponsored by the Council of Elders at Oakland Mills
- Dr. Foose is hosting a meeting with PTA President.
- APFO action is at the end of the month. There are changes to the general plan.

#### **Closing Remarks – Quiana Holmes**

#### **The meeting is adjourned at 7:44 p.m.**

#### Upcoming Meetings and Events:

April 7<sup>th</sup> – Early Dismissal 12:30; Deadline for PTA Board Nominations

April 10<sup>th</sup> – 17<sup>th</sup> – Schools Closed for Spring Break

April 18<sup>th</sup> – Community Advisory Council Meeting; 7:30 pm

April 20<sup>th</sup> – Public Hearing on FY18 Operating and Improvement Plan; 4:00 & 7:30 pm

April 25<sup>th</sup> – Report Cards Issued

April 28<sup>th</sup> – PTA Dinner & Auction 6-8:30 pm