



**STEVENS FOREST ELEMENTARY
PTA**

6045 Stevens Forest Rd,
Columbia, MD 21045

<http://sfespta.weebly.com/>



PTA Board Meeting 03/16/2019

Krista Threefoot called the meeting to order at 6:33 p.m. in the Stevens Forest Elementary School Library.

Board Members Present:

President - Krista Threefoot
Vice President for Programs - Jenny Flores
Vice President for Fundraising - Jessica Mahajan
Treasurer - Jessie Patterson
Recording Secretary - Miriam Bell
Corresponding Secretary - Valerie Barr
PTACHC Delegate - Samuel Pearson-Moore

Board Members Absent:

Vice President for Membership - Kathryn Knight
PTACHC Delegate - Lena Kennedy

Others Present:

See attached list (Appendix I)

It is established that we have a quorum.

Reading and approval of the meeting agenda:

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

Reading and approval of the meeting minutes:

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

Announcements and Update - Krista Threefoot

None noted.

Administrative Update - Dr. Smith, Mrs. Albright

Dr. Smith updated the PTA on staffing - all administrators received staffing allocations in February for next school year. She noted the reading recovery position has been eliminated from elementary schools, which will remove the 1.0 position currently held by Mrs. Armstrong. This program is being replaced by a more generalized reading teacher position, at a 0.5 level. Instead of having 2 reading specialists and 1 reading recovery we will have 2.5.

Kindergarten goes from 4 to 3 classes, with the Para position decreasing from 2.0 to 1.5 positions. PK stays at 2, 1st grade moves from 3 classes to 4 classes, 2nd remains at 4 classes, 3rd 4th 5th at 3.

Krista Threefoot noted that Central Office had assured her that there would be no real cut to reading programs, but by the numbers we will be going from 3 full-time positions to 2.5 positions. Dr. Smith noted that the Reading Recovery program only covered 1st grade.

There have been no changes in the allocations to GT or related arts programming.

All allocations are based on projected enrollment, and are subject to changes as enrollment numbers come in through the summer and beyond.

Dr. Smith also reviewed some changes that are coming up to the report card information. Beginning in the 2019-2020 school year there will be 5 learning behaviors that will be reviewed on report cards starting next year, including interpersonal skills, responsibility, perseverance, collaboration, and initiative. It isn't yet determined how this information will be presented on the report card. A memo put out by the county will be sent home to parents this Friday.

Dr. Smith then revealed that SFES was awarded with an Achieve 24/7 Grant to fund a program called "Certain Champions" in which staff will identify 20 to 30 families to partake in seminars through the Jacaranda Center, and the funds will provide childcare and dinner for the participating families. The seminars will focus on helping families with successful discipline strategies and improving attendance. The first evening session will be March 20th.

Jessica Mahajan noted that over the past several years it has become clear that we continue to lose funding for specific programs that target our families. She asked Dr. Smith for suggestions to successfully advocate for our families, as we have heretofore been unsuccessful. Dr. Smith noted that this year we lost Bridges, had the BSAP position reduced from 1.0 to 0.5, and next year will lose Reading Recovery, which surprised her. She recommended that families continue to advocate strongly with the Board of Education for programs that help the unique needs of our community.

Mental Health Grant Update - Krista Threefoot

Stevens Forest Elementary School was awarded a \$500 grant by the Horizon Foundation. The larger grant that we applied for went to much larger county-wide organizations, so we are happy to have received this grant. The Horizon Foundation is providing materials to help educate the community on mental health issues. The funds are intended to be used to print the materials for distribution, and it is Krista's hope that any leftover funds can be used to purchase books for the students.

One member of the PTA must attend one of the bi-monthly QPR trainings (Question, Persuade, Refer) suicide prevention training. Krista is committed to going, and the trainings are open to anyone else in the community who would like to attend. An email was sent to the entire school community advertising for the training.

A second requirement of the grant is to promote the screening of the movie "Angst", which has been deemed appropriate for children ages 10 and up but primarily targeted to parents. The movie is targeted to middle school and high school students and their parents.

Krista asked Dr. Smith to clarify whether the school is providing a social worker and/or clinicians. The county's mental health initiative identified the Oakland Mills schools to be provided with a Thrive Behavioral Supports. School staff recommends students to Thrive through an SSST (Student Support Services Team) process, who does the intake process with the families. A therapist then comes into the school and schedules appointments with the student. It just started last month, and SFES has recommended 20 students to the program to date.

Budget - Jessie Patterson

Jessie reviewed the current cash balance and recent checks received and disbursed. See attached for a copy of the presented budget.

Jenny Flores asked if it would be possible to reallocate some funds from the Books for Bobcats by supplanting the free books for students with the books that are being picked up at the book bank. The general consensus was that it was nice for every student to be able to choose a brand-new book from the book fair, and Books for Bobcats would continue as previously planned.

Jenny also asked if it would be possible to allocate some Hospitality funds to purchasing a gift for each teacher.

PTACHC Update - Samuel Pearson-Moore

PTACHC did a study to determine whether the information from the monthly meetings are reported back to the PTA boards, the results have not been released yet.

It was noted that personal property returns are coming due, and Jessie noted that she will be taking care of that.

There are a number of meetings coming up, the full schedule is published on the PTACHC website. One item is advocating for a bill that would require not only vision screening but also vision correction for students. The feeling was that a teacher can't teach a child to read if they cannot see.

Programs Update - Jenny Flores & Krista Threefoot

Community Yard Sale - One parent suggested having a neighborhood yard sale. It won't be a PTA fundraiser or program, but we did reserve space outside of the school for March 30th. There will be emails sent out through the PTA email system.

Science Fair - Sam and his team have identified three days to provide help to interested families with their STEM Fair project ideas. A flier has been drafted and will be provided to Dr. Smith for approval, and the completed flier will hopefully be going home by Friday the 22nd. School staff has been notified by the committee that the Fair is coming, and that judges and assistants would be needed.

One new idea is to print out posters of women in science, and potentially track down some men of color in science to encourage participation. Jessica suggested that Sam reach out to the National Society of Black Engineers (NSBE).

Another draw would be to use \$300 to hire a company to do nitrogen ice cream at the event.

1. Motion to allocate an additional \$300 to the STEM Fair budget, to a total of \$600
2. Vote: approve the additional funds

Nominating Committee for May Elections - Lena Kennedy

Krista noted that Lena was unable to make it to the meeting, but she will be summarizing what needs to be done. The information will be forthcoming and disseminated appropriately.

Dr. Smith noted that at prior schools, PTAs held special recruitment meetings with refreshments and childcare to encourage new parents to come and hear about positions that are open.

April Meeting - Krista Threefoot

Krista will not be available in April to run the meeting. She asked for a volunteer to run the meeting as it would be an important meeting for the upcoming board elections. It was noted that there is a Road to Kindergarten event being held at Talbott Springs school that same day, and it would be important to include all families in the nomination process.

1. Motion to move the meeting to April 3rd
2. Vote: approve the meeting date change

Open for Questions - Krista Threefoot

Valerie Barr noted that Stevens Forest is being newly included in the Howard County composting services. She was noting that this would be an opportunity for the school to begin composting as well, especially with the lunchroom's salad bar.

Jessie noted that she, Dr. Smith, and about four other stakeholders did an IEQ walkthrough of the entire school, looking at things such as dust in the vents, ceiling tile damage, water damage, etc. There were no areas of great concern, only some dust buildup and a handful of damaged ceiling tiles.

Closing Remarks - Krista Threefoot

Next meeting April 3rd at 6:30 in the Media Room

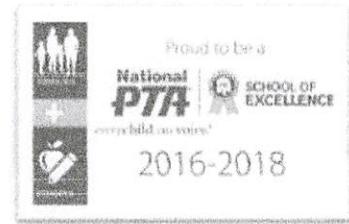
Meeting adjourned at 8:04



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SFES PTA Meeting Sign in Sheet
Date: 3/13/19

PTA BOARD	
1. President	Krista Kucera
2. Vice President of Membership	
3. Vice President of Programs	Jennifer Flores
4. Vice President of Fundraising	Jessica Madigan
5. Treasurer	John Pater
6. Corresponding Secretary	Valerie Bae
7. Recording Secretary	Marianne Bell
8. PTACHC Delegate 1	Bob Katter
9. PTACHC Delegate 2	
10. Hospitality Coordinator	Jack P.
GENERAL MEMBERSHIP	
Rashida Geage	
Carla Jackson	
Dry Smith	
Michael Elser	

	ACCOUNT DESCRIPTION	BUDGET			ACTUAL		
		INCOME	EXPENSES	BALANCE	INCOME	EXPENSE	BALANCE
	BEGINNING BALANCE 2018-2019			\$ 15,512.50			\$ 15,512.50
PROGRAMS							
	BACK 2 SCHOOL TEACHER GIFT	\$ -00	\$ 1,890.00	\$ (1,890.00)	\$ -00	\$ 1,890.00	\$ (1,890.00)
	ICE CREAM SOCIAL	\$ -00	\$ 300.00	\$ (300.00)	\$ -00	\$ 206.61	\$ (206.61)
	HOSPITALITY BACK 2 SCHOOL LUNCH	\$ -00	\$ 600.00	\$ (600.00)	\$ -00	\$ 495.00	\$ (495.00)
	HOSPITALITY FALL CONFERENCE DINNER	\$ -00	\$ 300.00	\$ (300.00)	\$ -00	\$ 277.50	\$ (277.50)
	HOSPITALITY SPRING LUNCH	\$ -00	\$ 300.00	\$ (300.00)	\$ -00	\$ 237.54	\$ (237.54)
	TEACHER APPRECIATION LUNCHEON	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
	MONTHLY TEACHER TREATS (BIRTHDAY TREAT)	\$ -00	\$ 300.00	\$ (300.00)	\$ -00	\$ -00	\$ -00
	TEACHER APPRECIATION WEEK (MAY)	\$ 150.00	\$ 1,500.00	\$ (1,350.00)	\$ -00	\$ -00	\$ -00
	ART GRANT	\$ -00	\$ 2,000.00	\$ (2,000.00)	\$ -00	\$ -00	\$ -00
	AUTHOR VISIT	\$ 1,000.00	\$ 1,000.00	\$ -00	\$ 1,100.00	\$ -00	\$ 1,100.00
	BOOKS FOR BOBCATS	\$ 500.00	\$ 1,050.00	\$ (550.00)	\$ -00	\$ -00	\$ -00
	ART NIGHT/REFLECTIONS	\$ -00	\$ 350.00	\$ (350.00)	\$ -00	\$ -00	\$ -00
	PAINT NIGHT	\$ -00	\$ 100.00	\$ (100.00)	\$ -00	\$ 108.12	\$ (108.12)
	BINGO NIGHT(s)	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
	MATH & READING EVENTS	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
	BUTTERFLY GARDEN & RAIN BARREL	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
	FIFTH GRADE END OF YEAR DONATION	\$ -00	\$ 200.00	\$ (200.00)	\$ -00	\$ -00	\$ -00
	PBIS	\$ -00	\$ 2,000.00	\$ (2,000.00)	\$ -00	\$ -00	\$ -00
	SCHOOL SUPPORT	\$ -00	\$ 250.00	\$ (250.00)	\$ -00	\$ 2,676.67	\$ (2,676.67)
	BATTLE OF THE BOOKS	\$ -00	\$ 50.00	\$ (50.00)	\$ -00	\$ -00	\$ -00
	TRUNK OR TREAT	\$ -00	\$ 400.00	\$ (400.00)	\$ -00	\$ 25.69	\$ (25.69)
	VALENTINE'S DAY DANCE	\$ -00	\$ 200.00	\$ (200.00)	\$ -00	\$ -00	\$ -00
	OPEN HOUSE COOKIES AND PUNCH	\$ -00	\$ 100.00	\$ (100.00)	\$ -00	\$ -00	\$ -00
	1ST DAY BREAKFAST	\$ -00	\$ 100.00	\$ (100.00)	\$ -00	\$ 93.43	\$ (93.43)
	TURKEY TROT	\$ -00	\$ 450.00	\$ (450.00)	\$ -00	\$ 363.37	\$ (363.37)
	INTERNATIONAL POTLUCK	\$ -00	\$ 200.00	\$ (200.00)	\$ -00	\$ 100.00	\$ (100.00)
	STEM NIGHT	\$ -00	\$ 300.00	\$ (300.00)	\$ -00	\$ -00	\$ -00
FUNDRAISERS							
	AMAZON	\$ 50.00	\$ -00	\$ 50.00	\$ 19.69	\$ -00	\$ 19.69
	HARLEM WIZARDS	\$ 10,000.00	\$ 4,300.00	\$ 5,700.00	\$ 13,412.86	\$ 1,177.42	\$ 12,235.44
	DONATIONS	\$ -00	\$ -00	\$ -00	\$ 600.00	\$ -00	\$ 600.00
	OM COMMUNITY ASSOCIATION	\$ -00	\$ -00	\$ -00	\$ 500.00	\$ -00	\$ 500.00
	OAKLAND MILLS VILLAGE FALL FESTIVAL	\$ 300.00	\$ 200.00	\$ 100.00	\$ 785.68	\$ 450.70	\$ 334.98
	PTA MEMBERSHIP/ DUES	\$ 1,500.00	\$ 900.00	\$ 600.00	\$ 1,325.00	\$ 355.00	\$ 970.00
	BOX TOPS/ COKE	\$ 1,000.00	\$ 100.00	\$ 900.00	\$ 308.20	\$ -00	\$ 308.20
	BJS	\$ 60.00	\$ -00	\$ 60.00	\$ 20.00	\$ -00	\$ -00
MISCELLANEOUS EXPENSES							
	INSURANCE(2018-2019)	\$ -00	\$ 223.00	\$ (223.00)	\$ -00	\$ 25.00	\$ (25.00)
	PTACHC	\$ -00	\$ 170.00	\$ (170.00)	\$ -00	\$ 170.00	\$ (170.00)
	OFFICE SUPPLIES/POSTAGE	\$ -00	\$ 600.00	\$ (600.00)	\$ -00	\$ -00	\$ -00
	SALES TAX 6%	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
	AUDIT FEE	\$ -00	\$ 100.00	\$ (100.00)	\$ -00	\$ -00	\$ -00
	TOTALS:	\$ 14,560.00	\$ 20,533.00	\$ 9,539.50	\$ 18,071.43	\$ 8,652.05	\$ 24,931.88

Stevens Forest Elementary PTA Proposed Budget 2018-2019

	Budgeted Income	Budgeted Expense	Beginning Balance		Actual Income	Actual Expense	Beginning Balance
			\$ 15,512.50				\$ 15,512.50
Programs:	\$ 1,650.00	\$ 13,940.00			\$ 1,100.00	\$ 6,473.93	
Fundraisers:	\$ 12,910.00	\$ 5,500.00			\$ 16,971.43	\$ 1,983.12	
Miscellaneous Expenses:	\$ -00	\$ 1,093.00			\$ -00	\$ 195.00	
Ending Balance:	\$ 14,560.00	\$ 20,533.00			\$ 18,071.43	\$ 8,652.05	\$ 24,931.88