



STEVENS FOREST ELEMENTARY SCHOOL PTA

6045 Stevens Forest Rd. Columbia, MD 21045

sfespta.weebly.com



PTA General Meeting- 11/4/15

Quiana Holmes called meeting to order at 6:32 p.m. in the media center.

Board Members present:

President - Quiana Holmes
Vice President for Membership – Lena Kennedy
Vice President for Fundraising – Vacant
Vice President for Programs – Krista Threefoot
Recording Secretary - Daphne Harrington
Corresponding Secretary - Jonathan Edelson
Treasurer – Jessie Patterson

Administrators and Teachers:

Principal – Ernesto Diaz
Assistant Principal – Tracey Albright

Board Members absent:

PTA Council of Howard County Representative - Reginald Avery

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 9/30/15

Treasurer's Report: Jessie Patterson

Ending balance is \$11,891.37, this is without Turkey Trot earnings so far

General Updates: Quiana Holmes

School of Excellence surveys went out, we had about 30 returned so far – this is partnership between parents and school

Turkey trot – description of the event and a report based on info from chair –

\$500.00 made so far – only 1 of 2 fundraisers this year

VP of Membership Report: Lena Kennedy

118 Members As of 11/4/2015 (an increase of 24 from last month)

(40 Staff/Teachers, 78 Family/Community Members)

All members have been entered in to the membership database

Teacher reminder/request for PTA membership letter was emailed

PTA Membership Cards/Thank you notes have been issued and given to the Paras to go into the child's blue folder, with the exception of the last batch of Membership forms received.

Purchased 42 pairs of one size fits all black children's gloves at \$1 per pair. I will discuss with Mrs. Albright the best way to break them up. I was thinking 8 pairs for prek, 20 for K, 14 for 1st grade, but will coordinate with administration.

I am working on a different Membership form (that answers more questions) to put in a folder on the bulletin board.

Guest Appearance: PreK and K presentation by Mrs. Arndt and Ms. Lakey

Mrs. Lakey – what we're working on now is expressing appropriate feelings and behavior – puppets and listening

Music program for SEFEL (Maryland Social Emotional Foundations for Early Learning)

Pumpkin investigation done, 50th day of Kindergarten is on Friday and doing 1950s theme, PreK will be celebrating their 50th day next week

Kindergarten went to library on their first field trip, preK goes in December

Parent teacher conferences – questionnaire will go home to be filled out for conferences – can turn in ahead of time or take the day of – this is to prepare the teachers if there are any specific questions parents may have for the teachers

Title 1 compact will be given out at conferences

PreK – handout to strengthen hand and arm strength for writing, Kindergarten will get these as well

KRA (kind readiness assessment) will go out in December

Discussion of new math program

Kindergarten learning parties from the summer, will be done again in the spring

Preliminary analysis of full day preK - Big jumps in base knowledge in assessments, also comfort in school and routine etc.

Concerns from last year – integrating public preK kids with non-public preK kids – everything seems to be going well

Programs Update: Krista Threefoot

Reflections Updates

Important Information:

- Help is needed with processing Reflections entries before and after the judging period.
- We extended the deadline to November 9 to give students more time.
- A bin has been placed in the front office to collect entries. Parents can also contact me to give entries to me directly.
- We will begin planning our Art Night Extravaganza this month. I will be contacting volunteers to meet during the week of **November 16**.

Reflections Judging: judging for Reflections will take place during the week of **November 16**.

- This year’s judges will include:
 - Reggie Smith from OMCA, Reg Avery, Marcia White, Mrs. Gottsagen, Sandy Cederbaum, Mrs. Albright, Ms. Leapley, and Mr. Arbelaez. Feel free to suggest others.
- The judging process goes as follows:
 - Judges are provided with a judging matrix with three criteria: Interpretation of theme, creativity/originality, and mastery of medium.
 - Judges assign each entry a numeric score based on a total number of points. (interpretation of theme is worth 20 points, Creativity is 20 points, and mastery of medium is 15 points.)
 - At the end of the judging period, I will enter all the scores into a spreadsheet, average the scores for each entry, and the top three for each of the six categories in each of the two grade divisions will advance to the PTACHC competition.
 - Because we will be away on vacation during Thanksgiving week, I won’t be able to complete the scoring until the first week of December. My goal is to announce the winners by the week of **December 7**.
 - Depending on the number of entries we get, I will need some help with data entry both before and after the judging period.

Sample Judging Matrix:

#	Title of Artwork	Category	Grade	Interpretation of Theme: 20 Points	Originality/ Creativity: 20 Points	Mastery of Medium: 15 Points	Total Score	Comments
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SAMPLE Reflections Scoring Sheet

#	Title of Artwork	Judge 1	Judge 2	Judge 3	Total	Average
1		40	29	44	113	37.66667
2		28	20	34	82	27.33333
3		34	22	32	88	29.33333
4		28	24	38	90	30
5		28	24	35	87	29

Corresponding Secretary’s Report: Jonathan Edelson

- Made regular updates to the English website
- Spanish website translations came in on November 2. Reviewing translations with plans to re-publish and maintain the Spanish website this month.
- Our ability to translate our newsletters and other documents is much improved thanks to our volunteers. Thank you to Melva, Sughey, and Evelyn!
- E-mail system, one month in:
 - 355 unique addresses including 98 teachers
 - The extract we got based on Family File seems to be missing families we know registered in family file over the summer. Does SFES know why this happened? Will the next extract be complete?
 - News & Notes – October 2 – Sent to 256 addresses, 93 confirmed views, 144 delivered with unconfirmed views, 19 failed to deliver; October 15 – sent to 237 addresses with 87 confirmed views, 150 unconfirmed, 0 failures; October 23 – first News & Notes to include teachers sent to 333 addresses with 103 confirmed views, 225 unconfirmed, 5 failures; October 29 Reminders Edition sent to 329 addresses with 114 confirmed views, 215 unconfirmed, 0 failures. **We are running about a 31-36 percent confirmed view rate on News & Notes. Actual views are likely higher as the way people view e-mails can skew results. Do we want to continue News & Notes? If so, we need to ensure useful content. My recommendation is to continue because 100-115 reads per week of News & Notes is better than what we get posting similar information to Facebook. Also, we have received responses directly from e-mails. – agreement to continue with this**
 - Other uses: communications with general volunteers, Reflections, Auction, Zentangle, BoxTops update, announce PTA meeting.
- Other activities: regular Facebook updates, newsletter, Friday Folders items

Hospitality Chair Report – November Conference Dinner

Our theme for the staff's dinner is the Italian Inn on November 23. Set up time will start at 3:30. Dinner starts from 5:00-5:30 2nd shift will be 5:30-6. There will also be cake for the November birthdays.

Please be looking out for the donations and volunteers list.

Birthday cakes in lounge has been a big hit this year, staff has really been appreciated – school acknowledges individual birthdays and now they acknowledge when cake will be delivered etc

HCPSS Connect – Canvas Demo – Mrs. Albright

Mr. Kelly – Turkey Trot – highlight the Turkey Trot on a page for the yearbook – so far we have all teacher photos taken for it, want individual pictures of all students at some point and the big activities

Request partnership for a photographer in PTA

Canvas: Classroom teachers to have a math section and language arts section set up

Synergy is where student data is stored, canvas has different applications

Parent conferences coming up – sign up will be different – go to HCPSS Connect and login – November 11th we'll begin to have access, now will be in synergy for sign up for conference times – next week we'll get notice of open time and process info

Each user will be able to sign up for 15 min block, each family is supposed to sign up for 1, 15 min block –

Principal's Update

School website (sfes.hcpss.org)– under About category on menu – School Improvement Plan Snapshot Staff Engagement (can't have good teachers if they aren't engaged) – Gallup Survey for student engagement

All students reading on grade level in K – 2

Rigor- student access to advanced levels of education

Getting more engaged discussion of questions and answers with why and details etc

Not funneling the info to only a single answer, encourage additional thoughts and answers

Report cards coming out Monday 11/9

Conferences

PTACHC Update

Delegate : Reg Avery – write questions you may have for PTACHC to address

Monday night PTACHC meeting: The meeting was specifically about the mold issue in several schools particularly Western Howard County schools, namely Glenwood Middle School. Several members of the PTACHC Board presented a presentation regarding the mold issue. In the end the school district offered their response. The officials lead by Linda Wise the Deputy Superintendent offered that they had learned from this event to communicate better with the parents. But I have to tell you that there were members of the Glenwood Middle School PTA who were present and were angry that the mold issue is still being discussed because they look at it being negative news about their school and they also told me there is no longer a mold issue in the school and that the lady bring it up doesn't even represent the school or the PTA. The meeting lasted until 9:40 pm and finally concluded after most delegates and presidents departed.

Christine O'Connor a member of the Board of Education is the Board's PTACHC representative who provides a report every month to the delegates and presidents who attend the meeting. This month she presented a report on rather interesting statistics regarding the number of homeless and hungry kids that go to bed every night in schools like SFES. She reported on our school and a couple of other schools referenced the number of kids that fail to bed having been fed properly. She also mentioned how area stores are reporting higher numbers of kids stealing food from stores like Food Lion, Giant and others, not for sport and game but because they are just plain hungry. It was not her intent to embarrass SFES but to inform the other schools delegates and presidents that while mold is important there are more pressing problems that we need to address such as homelessness and hungry in our children. One member of PTACHC Executive Board reported that while one student being sick is bad, there are 555 other students in Glenwood Middle School who are not having an issue that leaves on 0.2 percent of the student population possibly having a mold issue.

One issue that I need to present to the Board of SFES is that at the next PTACHC meeting we will be discussing what issues the local PTA Boards want us to tackle at our PTACHC meetings. I ask that before you conclude your meeting this evening please list what topics are important to SFES PTA and I will take those issues back to PTACHC at our next meeting.

One last issue. Dr. Foose will be holding another President's meeting next week in the evening. The time of the event will be 7:00pm.

SFES President :

Very brief discussion about the mold issue

Reported the findings by Christine O'Connor, emphasizing the homelessness pertained to Oakland Mills High School, they weren't referring to the elementary schools

PTACHC meetings - every first Monday of the month – anyone can go

Is there ever an agenda that goes out for PTACHC meetings ahead of time? Not known

Final comments and Questions:

Ellen Flynn Giles is coming to the Oakland Mills Education Committee meeting on Tuesday night 6-7 pm at the Other Barn – already come up with a list of questions – someone from almost all Oakland Mills Schools PTAs were involved for making up the questions

Dr. Foose – Wellness policy, Elementary School model, kids with difficulty learning, look on HCPSS news – Nov 18 12-1:30 – will need to register

Nov 16th – Dr. Foose and Congressman John Sarbanes are coming here to mainly look at our Telehealth program

Flu mist – delayed right now due to shortage

Path question – where are we at this point with the path

Box Tops - \$540.00 coming from first submission – 3rd grade still in lead

Upcoming Meetings and Events:

Nov 5 – Board of Education Meeting – 4:00 pm

Nov 9 – Reflections Projects due date

McDonald's Restaurant Night

Nov 10 – STEMulating Minds Math Festival – 6:30-9pm at Long Reach High School

Nov 13 – PTA Turkey Trot

Nov 18-24 – Book Fair

Nov 19 - Oct 8 – Board of Education Meeting – 4:00 pm

Nov 30 – Social Emotional Workshop

MEETING ADJOURNED at 7:38 p.m.