



**STEVENS FOREST ELEMENTARY  
PTA**

6045 Stevens Forest Rd,  
Columbia, MD 21045

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



**PTA Board Meeting 3/13/2023**

Maya Green called the meeting to order at 7:03p.m. Meeting took place virtually.

**Board Members Present:**

President - Maya Green

Vice President for Membership – Andre Neuland

Vice President for Programs – Nadia Herron

Vice President of Fundraising – J'Ne St Cyr

Treasurer - Mike Elser

Recording Secretary – Sylvia Hennesie

Corresponding Secretary - Mary Amponsah

PTACHC Delegate – Rikki McCoy

PTACHC Delegate – Nina York

**Other Members Present:**

Dr. Joy Smith

Mrs. Katie Carter

Julianna Blagg

Marcus Jackson

\*Sandi

Megan Williams

Tara Jackson

\*full name not given

**Board Members Absent:**

n/a

**We do have a quorum. It is established that we have a quorum for this meeting.**

**Approval of past meeting minutes**

*Motion to approve meeting agenda at 7:08pm by Sylvia Hennesie*

*Seconded by – Mike Elser*

## **Agenda**

*Motion to approve meeting agenda at 7:04pm by Sylvia Hennesie*

*Seconded by – Mike Elser*

*Call to vote; motion passed unanimously.*

## **Membership Report - Andre Neuland**

- No major updates, same amount of members as last month

## **Administrative Report - Dr. Smith & Mrs. Carter**

- Thanks for partnering with Math/Reading Night and Valentine's Day dance
  - great participation, next year will need to plan for more space
  - Acts of Kindness notes were great to see
- Thanks for all you do to support teachers, students and school community
- SFES has been selected as a community school for next school year, 1 of 3 schools, based on FARMS numbers, will be given extra support, funding, partnerships as part of the Kirwin grant (possibly 2 year grant)
  - Survey will be created and sent out to school community about resources for community we would like to see
  - Will be a site based school community coordinator to support with academics and social-emotional needs
  - Excited to take advantage of benefits of this program and supports
- Question about whether grant will be split among all three schools, and who will be responsible for advocating funds
  - Unsure about how the grant money will be split, there will be a position within Central Office as well as school community coordinator
  - Still in early stages of planning and development
- MD state report cards have been released, SFES has maintained its 4 out of 5 stars rating
  - MD State Department of Education website has all schools in county listed
- MAP assessment updates (Winter)
  - ELA and Math data was sheared across school as well as different student groups
  - Question asked about expectations for growth for students - benchmarks set for each grade level for reading and math - see document here:  
[https://drive.google.com/file/d/1R0erJxybC4JvBbF9dXt6ZUdUSiSxhCpw/view?usp=share\\_link](https://drive.google.com/file/d/1R0erJxybC4JvBbF9dXt6ZUdUSiSxhCpw/view?usp=share_link)
  - If caregivers have questions, reach out to your child's teacher

## **Treasurer report - Mike Elser**

- No major updates
- Reimbursement/payment checks have been written for past events
- Payment made for Harlem Wizards shirts
- Received \$450 donation for author visit, will tackle after Harlem Wizards, reach out to Mike if you have suggestions

## **Committees**

### **VP of Programs - Nadia Herron**

- Valentine's Day Dance - great turnout
- March 30 - STEAM night
- April 13 - Paint night in collaboration with Mrs. Malihom
- May - BINGO night in collaboration with next Math/Reading Night
- June - Spring concert/end of year celebration
- PTA/school collaboration for events has been very successful this year

### **VP of Fundraising - J'Ne St Cyr**

- RaiseRight Gift Card Program: February Earnings - \$46.85
- 50th Anniversary Bricks
- March 22 - Harlem Wizards Game
  - SFES, TSES, OMMS, OMHS, THES, JHES have staff members participating!
  - Ticket sales - about 200 tickets sold so far, 900 seats available in the gym
  - Advertising happening with other schools participating, on school signs
    - suggestion was made to advertise on NextDoor
  - Will be a meeting for volunteers on Monday, March 20, coordinated by Jessica Mahajan

## **New Business:**

### **SECAC Representative**

- We are in need of a SECAC representative (Special Education Citizens Advisory Committee), if interested please reach out to Maya ASAP: sfesbobcatspta@gmail.com
- meetings are typically the second Monday of the month from 7-9pm
- website for more information: <https://howardcountysecac.com/>

## **Committee Updates**

### **Nomination Committee for new Board**

- We currently have 5 confirmed volunteers (Marcus & Gardenia Jackson, Julianna Blagg, Mike Elser, Jessica Mahajan)
  - Will be working to identify interested people for the PTA board
  - Open positions: President, VP Programs, Treasurer, VP Fundraising, Corresponding Secretary, PTACHC representatives

### **Role overviews**

- *President* - main liaison with administration, plans calendar for meetings and events (in collaboration with VPs as applicable), sets meeting agendas, runs meetings
- *VP of Membership* - MemberHub for membership tracking (parents, staff, community members), run membership drives in general
- *Treasurer* - oversee budget, issuing checks
- *VP Programs* - plan, coordinate and oversee programs and events, collaborate with corresponding secretary for promotion, ensure volunteers, be available the day of event
- *VP Fundraising* - oversee fundraising, ideas/projects, restaurant nights, promote fundraising events within community

- *PTACHC delegate* - attend monthly meetings for Howard County PTA, report back at SFES PTA meetings information that was shared
- *Corresponding Secretary* - share all information taking place via social media, MemberHub/emails, updates website
- *Recording Secretary* - take minutes, have them available to share with board members, admin and on website for community
  
- Hospitality update
  - Teacher Treats - preferences are coffee and creamer, currently running low on k-cups, but supplies have been plentiful and staff is very appreciative
  
- Sunshine Families
  - Q3 will be celebrated the week of April 10
  - Sylvia working with Cozy's Bakery Cafe for catering

### **Meeting Closure**

*Motion to adjourn by Tara Jackson at 7:50pm*

*Seconded by Mike Elser*

*Call to vote; motion passed unanimously.*

### **Adjourn**

Meeting Adjourned at 7:50pm.