



**STEVENS FOREST ELEMENTARY
PTA**

6045 Stevens Forest Rd,
Columbia, MD 21045

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



PTA Board Meeting 09/21/2021

Maya Green called the meeting to order at 7:00p.m. Meeting took place in a hybrid format.

Board Members Present:

President - Maya Green

Vice President for Programs – Nadia Heron

*Vice President of Fundraising – J’Ne St Cyr

Vice President for Membership – Andre Neuland

Treasurer - Mike Elser

*Recording Secretary – Sylvia Hennessie

Corresponding Secretary - Mary Amponsah

*PTACHC Delegate – Nina York

*PTACHC Delegate – Rikki McCoy

*denotes that board member was present virtually

Other Members Present:

Dr. Joy Smith

Mrs. Katie Carter

Krista Threefoot

Samuel Pearson-Moore

Jessica Mahajan

Marcus Jackson

Linda Parades

Atousa Fouladichami

Megan Williams

David Blagg

Eric Garland

Jenny Flores

Kimberly Arndt

Elizabeth Lakey

Board Members Absent:

none

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

Approval of past meeting minutes

Motion to approve past meeting minutes at 7:03pm by Mike Elser

Seconded by – Mary Amponsah

Call to vote; motion passed unanimously.

Agenda

Motion to approve meeting agenda at 7:04pm by Andre Neuland

Seconded by – Mike Elser

Call to vote; motion passed unanimously.

Membership Report – Andre Neuland

- Currently have 39 members signed up as PTA members - 15 are teachers, remainder are parents (9 of which are board members)
- Would like to get closer to average 130 people
- Less attendance at BTSN's in person, which could have impacted registration

Drawing for prizes to incentivize membership

- discussed raffle and competition, asked for suggestions for what was done in the past
- went through prizes in PTA closet - there were some gift cards, not sure if we would want to use those or something else
- need to make a flyer to send home for registration
- Dr. Smith suggested putting a slip in teachers' mailboxes to remind them to sign up, and use those slips for raffle

Action Item(s): sign up on MemberHub if you have not already, **Andre** looking into flyers to be sent home and slips in teachers' mailboxes

Administrative Report: Dr. Smith

- School improvement - SFES's mission and vision aligned with county's mission and vision; same as in past years
- 2021-2022 school wide theme: "getting back to the basics in promoting equity and inclusive practices"
 - looking at practices/opportunities where students have equity in access; how are we including all students back into their school community? How are we ensuring we are not leaving anyone out, academically and socially?
 - decline in enrollment due to redistricting, currently 336 students - this impacts staffing
- School Improvement Plan has 3 goals: Reading/ELA, Math, Belonging
 - Reading/ELA - more focus on foundational skills and word study (county initiative) to support with reading more fluently; will include collaborative planning among staff, instructional walkthroughs, feedback from teachers, monitoring assessment data

- Math - use formative assessment data to provide instruction based on what students need more frequently; will include collaborative planning, observations in one another's classrooms, teachers creating common formative assessments and collaborative review
 - Both Reading/ELA and Math will incorporate supporting students in managing productive struggle, teachers will receive professional development on how to support with this
 - Belonging - this theme used to be school-wide behavior plan; PBIS changed from 3 Rs to ROAR, teachers to review behavior data and focus on areas for reteach
 - continue to build capacity in restorative justice, last year staff had book study with *The Little Book of Restorative Justice*, will build on this and include more professional development at staff meetings, Dr. Smith mentioned wanting to involve community in belonging goals
 - Information shared will be given to PTA - will have access to PPT and will be added to newsletter sent out from school, Mary to add to PTA website
- Maryland Comprehensive Assessment Program (MCAP) began today (grades 4-5), assessing for previous year's skills; end of year MCAP assessment will be for current year's skills
 - also being assessed this fall are Kindergarten Readiness Assessment (KRA), Measures of Academic Progress (MAP)
 - other assessments shared that will take place throughout the year: ACCESS, CogAT, MISA - these are all state and/or standardized tests
- In the event students have to go into quarantine, instructional supports will be in place: packets and synchronous supports, including sessions with teachers, Dreambox, Lexia
 - Robust packets available when necessary, parents will be notified to pick up
 - computers will be loaned for younger grades, hotspots available if needed

Action Item(s): Mary to add Dr. Smith's presentation to PTA website

Administrative Report: Mrs. Carter

- Outdoor eating - students have assigned seats in cafeteria (color/number), no overlapping grades during lunch periods outside of PreK and 2nd, only about 8 students per large table within the cafeteria; each child has opportunity to eat outside 2x per week, two color groups are offered every day
- Many families wanted children to eat outside so, implemented rotation schedule for outside, 4 tables with 4 students each in beginning
- Central Office (CO) sent larger tables, so now have 6 large folding tables, one is peanut free - this allows for 30 students to sit outside, considering shade, weather, staffing
- Scheduled to get a tent from Central Office, once it is received, will reevaluate and plan to expand. Will reach out to parents who volunteered to help with monitoring

- Question asked about personal canopy being donated - unsure if this is allowed per CO and safety; administration determined safest place for outdoor lunch is right in front of school under canopy, so as to keep students in staff view, not having them on blacktop or on grass

Treasurer report: Mike Elser

- Review budget
 - Beginning balance is \$13300.63
 - Nadia came up with programs, some are new and some are returning
 - grey areas within the budget are administrative, set in stone. Administrative \$1193, 15.4%
 - Educational programs, \$1550, 16.1%
 - Staff Support programs, \$2300, 29.6%
 - Community Building programs, \$2550, 32.8%
- Had to cut down staff spending so that we're not spending more on staff than students, e.g. cost of meals for staff has increased due to pandemic and individual packaging of meals
- Concern about not having flower sale - it is an inclusive event done during teacher appreciation week, concern is that without it there will not be a program with a goal of building connections with families
- Book bank is reopened, cost is \$200, increase in max number of books
- budget still has opportunity for programs to be added, not an end all be all; this is proposed for where we are at the start of the year
- there will still be programs, new ideas in planning

Vote on budget

Motion to approve budget at 7:51pm by Nadia Heron

Seconded by - Andre Neuland

Call to vote, motion passed

Committees

VP of Programs - Nadia Heron

- Family Fun Night is Thursday, 9/24, 6-8pm RAIN OR SHINE
 - plan A is outside, plan B is inside (weather dependent)
 - Bennett's Grill food truck (Jamaican food)
 - Columbia Association table - providing membership information and four 10 minute cardio and dance demos; library will have a table
 - DJ, giveaways, take home craft, Ms. Howell (PE teacher) will lead a basketball station
 - PTA providing dessert (cupcakes) and beverages; all food has to be consumed outdoors
- Dr. Smith offered providing tables for under canopy
- more flyers to go home tomorrow, labels on shirts for Thursday
- Recruitment for committees; link shared with families to sign up for volunteering, Nadia will contact those interested

Action Item(s): more flyers created to send home about Family Fun Night, stickers created to put on students on Thursday; **Nadia** to follow up with those interested in volunteering

VP of Fundraising - J'Ne St Cyr

- Harlem Wizards game - postponed for this year, will be next spring 2023; time is still too uncertain, and this allows for BOE candidates to attend
- Special Day/Birthday fundraiser - postponed, return of investment not great for pursuing at this time
- Fall fundraisers
 - Restaurant nights - Sonoma's, IHOP, Pizzaman, Panera, parent request to avoid Chick-Fil-A; goal is to have one restaurant night per month
 - shirt sales - sweatshirts and flannel pajama pants
 - Amazon Smile - percentage of purchases goes to SFES, search for: Stevens Forest Elementary PTA
- Scrip (Raise Right) gift card program - mobile or desktop, app is simple to use; purchase gift card and school gets rebates, every store/business is different; simple enough to be done in the checkout line, source of passive income that can be used year after year

Action Item(s): **J'Ne** to share dates for restaurant nights with Dr. Smith so they don't conflict with school sponsored nights

PTACHC Rep – Nina York & Rikki McCoy

- meeting was August 30, PTACHC beginning balance is \$12,400 with reserve of \$6000; \$5000 needed to stay, so PTACHC decided to use \$1000 to buy a new computer for their office
- Howard County not sending representatives to annual convention due to funding
- Dr. Martirano presented:
 - bus drivers are doing double routes, down 95 drivers, desperate for help
 - short 37 teachers, 22/37 teachers needed are Special Educators
 - has been a back-up in lunch lines and working through that, more students are getting school lunch since it is free for all this year
 - Teachers have to be vaccinated or tested weekly;
 - wanting to use federal money to improve air quality and to support with outdoor eating
 - HCPSS will not close unless directed by health department or state
 - positive news, school health care deficit has been eliminated
 - considering randomly testing students for covid

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
- next meeting is October 20, meetings are typically the third Weds of the month from 7-9pm
- website for more information: <https://howardcountyseac.com/>

Action Item(s): anyone interested in this position, please reach out to Maya ASAP

Sylvia - Advocating for funding of deferred maintenance at OMMS and OMHS:

- From Oakland Mills Community Association's (OMCA) Call to Action email on Aug. 27, 2021:
What is deferred maintenance? It's maintenance or renovations on the buildings that should have been completed already but wasn't. For example, the school system has deferred the renovation of the heating and air conditioning system at OMHS since 2009.

The deferred maintenance on OMHS and OMMS adds up to more than \$161 million. To put that amount in perspective, it is 20 percent of all deferred maintenance across all Howard County school buildings. The students of OMMS and OMHS make up only about 3 percent of the school system's enrollment, so our children are 3 percent of the system but carrying 20 percent of the deferred maintenance burden!

- From OMCA's Call to Action email on Sept. 3, 2021
Our next milestone is September 23rd at 7:00pm when the Board of Education considers the [Superintendent's proposed capital budget and capital plan](#). This document does include a renovation of OMMS; however, that renovation would not be complete until 2030 if funded at all. Sadly, the document does not include anything for OMHS.
- Written testimony draft shared, want to send on behalf of SFES PTA for Sept 23 meeting, need approval

Motion to approve sending written testimony to BOE at 8:18pm by Mike Elser

Seconded by - Nadia Heron

Call to vote, motion passed

Action Item(s): Sylvia to email written testimony to BOE

Meeting Closure

Motion to adjourn by Maya Green at 8:22pm

Seconded by Mike Elser

Call to vote; motion passed unanimously.

Adjourn

Meeting Adjourned at 8:22pm.