

Hammond Middle School PTA

Meeting Minutes for November 14, 2017

Attendees:

- Sumaira Bajwa, President
- Mollie Baer, 1st Vice President
- Lisa Beck, Treasurer
- Tricia Miller, Secretary
- Tami Baldwin, PTACHC Rep
- John Woodson, PTACHC Rep
- Lynne Ward, Staff Appreciation Co-Chair
- Deveonne Hamilton-Stokes, Giftcard Chair
- Roberta Bardini, Geography Bee Chair
- Dodie Van't Hoff, Box Tops Coordinator
- Aaron Dale, HMS Principal
- Dawn Czahor, HMS Teacher
- Joanne Topping, HMS Teacher
- Dupe Fajembola, Parent / Member

Minutes

- **Welcome and Introductions:** The meeting was called to order by PTA President, Sumaira Bajwa. Introductions were made.
- **Secretary's Report (Tricia Miller):** The minutes from the October 10, 2017 PTA meetings were presented for approval. No revisions were proposed. Sumaira Bajwa made a motion to approve the minutes; Lynne Ward seconded the motion. The motion passed with no objections. The bylaws committee met last month and prepared a draft of the new bylaws. Tricia reviewed the draft bylaws and the procedures necessary for approval. The draft bylaws were uploaded to the PTA website last month and the membership was given the requisite 30 days notice for comment. No changes were proposed by the Board or any members. We will vote on the bylaws at next month's meeting.
- **Treasurer's Report (Lisa Beck):** The current cash position for the PTA is \$12,413.27. Lisa reported on income and expenses for October. She needs to work with Ravinder to determine the proper allocation between dues and VC donations. The audit has been concluded and the report will be submitted to MDPTA ASAP. Form 990N will be submitted by 11/15/17.
- **Principal's Report (Aaron Dale):** Dr. Dale stated that the band concert last night was wonderful. An earlier start time will be considered next time. The chorus and orchestra concert will be held on

November 30th. Several parents requested that, as in years past, these concerts not be combined in the future. It makes for a long concert and a late night. Parent Teacher conferences are coming up next week. The afterschool homework club went well. Students should contact Dr. Dale if interested in joining and they should also indicate if they need transportation. There is a lot of excitement among the students for Viking Voices (student government). VV is working to compile a list of the afterschool activities to be included in the PTA newsletter. VV will be coordinating a school-wide Toys for Tots event. ODE was well organized by Mrs. Albanesi and Mr. Seagroves. There was a minor incident between HMS students and another school attending ODE. Dr. Dale will be following up with the other principal but HMS staff and students responded appropriately during ODE. Parent Education Night was a success with nearly 50 parents registered! This is American Education Week. Parents are invited to visit the school and observe their children in class.

- **PTACHC Report (John Woodson):** Discussion begins next month on school start time for next year. A decision will be made by year's end. The search for a new superintendent has begun in earnest. A SECAC (special education community advisory committee) presentation was made as it had been noted that the special educators do not have a customized job description. The next meeting will be held on 11/27 and will include a presentation from HoCo Drug Free. They will be hosting their semi-annual prescription drugs drop off at Wild Lake Village Center. HoCo Drug Free reminds not to keep unused prescription drugs in your home. 38 of the 45 deaths in Howard County last year were from drug overdose. Legislation on mandating all day pre-K will be evaluated soon. This Thursday, the AAC plan for redistricting will be issued. The new proposed high school in Jessup will likely result in the need for further attendance area adjustments. The next couple of months will be very busy at PTACHC!
- **President's Report (Sumaira Bajwa):**
 - Spelling Bee: we are registered but don't have a date selected yet. Will begin advertising after Reflections program is closed. Mary Coleman has agreed to coordinate the spelling bee. Thank you Mary!
 - Reflections: We have received 8 entries but Mr. Shipley has asked for an extension for some students he is working with. We also expect to receive some from students working with Mr. Ebbe in the creative writing seminar. The recognition ceremony will be held on 12/7 at 6:30 pm.
 - After School Activity Bus: Discussion took place about amending the budget to increase funds for this. There was some concern that the questions discussed at our last meeting had not been resolved. Dodie Van't Hoff stated that her sister would like to donate \$1500 to a meaningful school program and suggested allocated the amount to the after school bus. Consequently, the budget will not need any amendments. We will consider the intramural model for next year if HMS is interested and can identify a program administrator.
- **Reports:**
 - **Gift Card Fundraiser (Deveonne):** Last year 19 families participated and we made \$550 profit. Hoping more families will participate this year. 11/28 is deadline. Dr. Dale will forward info to staff.
 - **Restaurant Nights:** We had a good turnout at Grotto Pizza. Chick Fila is scheduled for December – will this be for HMS or PTA? It was our understanding that PTA would take over Chick Fila once the

shopping rewards money was earmarked for PBIS. This matter needs to be resolved. Chipotle in January.

- **Staff Appreciation:** Lynne asked for final number of attendees. They are ordering from Chipotles and don't want to have too much food
 - **Membership:** We have 221 members of which 42 are school staff. We have received \$2,632 in dues and \$1,143 in Viking Club donations. Membership cards will be sent home by this Friday.
 - **Box Tops:** 38 families participated in the last campaign and \$303.50 was earned. We will receive a check for \$493.80 (the difference is attributable to amounts earned last year)
 - **Student Directory:** PTA members consented to being included when completing the membership form. Will include student name, homeroom and parents' email addresses. After discussion, it was agreed that home phone number would be included as well. Once completed, PTA can use this contact info to reach out to members directly rather than relying on HMS eblast.
 - **Geo Bee:** There will be two afterschool study sessions in January and the dates need to be determined. An email will be sent before the winter break with info on the study sessions.
 - **Adopt a Family:** is up and running. Everyone has been adopted that wants to be. All participants can communicate directly with Tami if need be.
 - **Book Fair:** We need more volunteers.
- **Closing:** Next meeting 12/12/17. Roberta Bardinni made a motion to adjourn the meeting; Lynne Ward seconded; the motion passed.

Minutes respectfully submitted by Tricia Miller, HMS PTA Secretary.