

Attendees:

- Sumaira Bajwa, President
- Mary Coleman, 2nd Vice President
- Tami Baldwin, PTACHC Rep
- Kerri Ukstins, Staff Appreciation Co-Chair
- Deveonne Hamilton-Stokes, Giftcards
- Dodie Van't Hoff, Boxtops
- Donna Boudreau, President (Nominee)
- Tara Terry, Corresponding Secretary (Nominee)
- Mollie Baer, 1st Vice President
- Tricia Miller, Secretary
- John Woodson, PTACHC Rep
- Lynne Ward, Staff Appreciation Co-Chair
- Christina Alvarez, Spirit Wear
- Tatiana Pham, Directory
- Anna Beavan, 2nd VP (Nominee)
- Aaron Dale, HMS Principal

Minutes

- **Welcome and Introductions:** The meeting was called to order by PTA President, Sumaira Bajwa. Introductions were made.
- **Election / Nominating Committee (Tricia):** Sumaira asked if any person would like to nominate an individual or their self to any position for next year. No nominations were made from the floor. The following nominations for the 2018-2019 school year were presented to the board.

Executive Board Members		Nominees	
President		Donna Boudreau	
1st Vice President		Mary Coleman	
2nd Vice President		Anna Beavan	
Treasurer		Tricia Miller	
Recording Secretary		Mollie Baer	
Corresponding Secretary		Tara Terry	
PTACHC Representative		Mike Schmeckpeper	
PTACHC Representative		Dupe Fajembola	
Communications Activities		Nominees	
PTA Webmaster		Sumaira Bajwa	
Student Directory		Tatiana Pham	
Facebook Admin		Latisha Willis	
Standing Committees		Nominees	
Membership		Nicole Alston	
Adopt-A-Staff		Tami Baldwin	
Staff Appreciation Co-Chairs		Kerri Ukstins & Lynne Ward	
PBIS Liaison		Anthea Glassman	
Fundraising Activities		Nominees	
Shopping Benefits		Tami Baldwin	
Box Tops		Dodie van't Hoff	
Ice Skating / SkyZone Night		Vanessa Reed	
Hershey Park Fundraiser		Melody Morales	
Restaurant Night Co-Chairs		Kara Biggs & Lynn Brady	
Spirit Wear		Christina Alvarez	
Gift Cards		Anne Braun	
Student and Family Activities		Nominees	
8th Grade Dance		Michelle Johnson	
Fall Fling Co-Chairs		Anna Beavan & Nicole McKellar	
Spelling Bee		Mary Coleman	
Geography Bee		Julia Wethington	
Reflections		Sumaira Bajwa	
Color Run		Michelle Johnson	

Based on a verbal vote with no opposition, the slate of nominations was approved unanimously.

- **Principal's Report (Aaron Dale):**
 - **8th grade dance:** some logistics discussed. Sumaira sent a text to Becky Paskill advising her to schedule a meeting with Dr. Dale to finalize some of the logistical questions. Dr. Dales has discussed dance behavioral expectations with the 8th grade boys and will soon also meet with the 8th grade girls. Sumaira stated that 143 students are currently registered but the committee is hoping more will attend. More volunteers are needed to help with setup and to chaperone the dance. Sumaira suggested that the staff be solicited as well as parents. New check-out procedure: students will remain in the gym until parents arrive. Dr. Dale offered the use of the school walkie talkies to facilitate check-out. All tickets sold to date have been distributed to students. Dr. Dale asked for the list of attendees in order to evaluate any candidates for financial assistance.
 - **8th Grade Promotion Ceremony:** Need a few more volunteers to help 6/13/18 from 5:15-6:30. Students should report at 5:30 and the ceremony will begin at 6:00. Dr. Dale stated that due to the capacity of the venue, families would receive 2 tickets each. He is currently evaluating how to distribute the approximately 100 remaining tickets. A lively and robust conversation ensued with many suggestions from parents on the how the tickets might be distributed. Sumaira stated that the password protected 8th grade documentary would again be available for download on the PTA website. The password will be distributed to 8th grade parents via e-blast.
 - **Grassroots fundraiser:** is taking place his week. Information was sent out through the math department and was published in the Viking Voice.
 - **Misc.** A suggestion was made to include the HMS twitter info in the PTA newsletter.

- **Secretary's Report (Tricia Miller):**
 - The minutes from the May 2018 PTA meeting were presented for approval. No revisions were proposed. Lynne made a motion to approve the minutes; John seconded the motion. The motion passed with no objections.

- **Transition Issues (Sumaira):**
 - **Spending Authorization:** Certain expenditures need to take place next year before the budget is approved at Back to School Night. After some discussion, items and amounts were proposed as follows:
 - Spirit Wear \$2500**
 - Staff Appreciation \$600**
 - Square / Paypal fees \$200**
 - Photocopying / Supplies \$200**

John made a motion to approve the interim spending authorization and Deveonne seconded the motion. All were in favor and the motion passed.
 - **Signature Cards:** Over the summer, the signature cards at PNC Bank must be updated to reflect the change in PTA leadership. Specifically, the signature card should no longer include the outgoing president, Sumaira Bajwa, and the outgoing treasurer, Lisa Beck. Further, the signature card should be updated to include the incoming president, Donna Boudreau, and the incoming treasurer, Tricia Miller.
 - **Calendar Items:** Teachers return on August 22nd. Dr. Dales suggested possible dates for the PTA sponsored BTS Luncheon: either 8/23 or 8/28. Color Run tentatively scheduled for 9/22 and the Fall Fling tentatively scheduled for 10/18.
 - **Summer Meetings:** Donna, Mary and Anna need to meet after Sumaira has briefed Donna so that they can determine the division of duties for next year. Nominating Committee will send an "introduction" emails to new members / chairs with a cc to outgoing person to facilitate a skills / knowledge transfer. Sumaira plans to document transition progress via Google Doc as well as archive critical PTA documents.

- **Treasurer's Report (Tricia for Lisa):** Tricia reported that our current balance is \$9,402.34. Income reported from Giftcard fundraiser, Box Tops and Restaurant Night. Expenses included: Giftcards, Photocopying, Box Tops, 8th grade dance and staff appreciation. Upcoming expenses: 8th grade dance and photocopying. The Personal Property Tax return is in progress. A suggestion was made to notify parents of how much money is raised from shopping rewards as incentive for more parents to sign up. Sumaira mentioned she might draft a "Year in Review" to let parents know how successful some of our fundraisers are.
- **PTACHC Report (John Woodson):** Budget was approved to maintain smaller class size after much fanfare. Howard County needs to maintain its good reputation as a stellar school system. The biggest expense in the budget is Teacher Salaries. New slate of officers approved for PTACHC next year. A report was presented on the current deficit situation and discussed ways to resolve. Recent tax breaks are exacerbating the situation.
- **President's Report (Sumaira Bajwa):** in addition to some of the transition issues mentioned above, Sumaira expressed heartfelt gratitude to the PTA Board for the support she received during her two year tenure as PTA President. The Board thanks Sumaira for her boundless enthusiasm and steadfast determination to support our kids and our community! She will be missed ...
- **Closing:** Next meeting is TBD. Sumaira made a motion to adjourn the meeting; Mollie seconded; the motion passed.

Minutes respectfully submitted by Tricia Miller, HMS PTA Secretary.