

Hammond Middle School PTA

Meeting Minutes for November 11, 2014

Attendees:

- Pat Johnson, President
- Shari Obler, 2nd Vice President
- Jen Larsson, Treasurer
- Tricia Miller, Secretary
- John Woodson, PTACHC Rep
- Heather Witt, Membership Chair
- Cathy Stohlman, Fall Fling Chair
- Mary Altaner, PTA member
- Tim Altaner, PTA member
- Xuexia (Sherry) Chen, PTA member
- Kerry Dufresne, HMS Principal

Minutes

- **Opening:**
 - The meeting was called to order by PTA President, Pat Johnson.
 - Roundtable introductions
- **Secretary's Report (Tricia Miller):** The October 2014 meeting minutes were presented. No revisions were proposed. Shari Obler made a motion to approve the minutes; John Woodson seconded; the motion passed.
- **Treasurer's Report (Jen Larsson):** Jen provided a summary of the month's activity which included income from the fall fling and spirit wear and expenses from the fall fling and the geography bee. The current cash position for the PTA is \$6,330.53. Jen also provided a spreadsheet reflecting YTD actual amounts in comparison to the budget.
 - **Spirit Wear:** Discussed options for sales of remaining inventory. Jen will send out a sign up genius for Board members to assist with sales at Teacher Conferences later this month. Can update verbiage in newsletter indicating spiritwear still available and for sale – but will no longer be sold during lunchtime.
- **Membership (Heather Witt):** currently have 246 members which exceeds our budgeted amount for membership dues. Viking Club contributions currently at \$1,200.
- **PTACHC Report (John Woodson):**
 - **STEM / Math Festival** coming up 11/18/15 at Centennial HS from 6:30 – 9:30
 - **American Education Week:** coming up next week
 - **"Kognito":** new training for HCPSS staff that focuses on mental health and techniques for interacting with students at the middle and high school level.
 - **Telehealth Update:** 5 schools currently participating. RN will be onsite all day to interact with "doc in a box". Limited throat, eye and respiratory diagnoses can be made and

- prescriptions (as needed) can be called in directly to the pharmacy. Students with insurance will incur a co-pay. All students will qualify for this service. This program is funded for 2 years based on a grant.
- **1st Vice President's Report (Pat Johnson reporting for Liz Boateng):**
 - Staff Appreciation: Italian dinner sign up still needs more contributions / volunteers. Problem with the link was corrected in a subsequent email.
 - Fall Fling: Great success with record attendance. Kerry was appreciative of the strategically placed volunteers that assisted with “crowd control” and supervision. Discussed how to improve check-in and check-out procedures.
 - Spelling Bee: flyers went home with permission slip. Will be held on January 15th.
 - Restaurant Night: no updates
 - **2nd Vice President's Report (Shari Obler):**
 - Adopt a Staff: Sherry has completed teacher / family assignments and this program is off to a good start. She has prepared a procedures folder for her successor although she would like to coordinate again next year.
 - Ice Skating: no updates
 - Talent Show: Kerry will follow up with Mr. Quinn but would still likely need a PTA “co-chair” to run this event. Will need more volunteers than last year to aid with student supervision.
 - Spring Fling: still no coordinator. Discussed dropping this event if no one steps up.
 - 8th Grade Dance: Amy Shugar has a planning meeting scheduled for next week. Kerry would like to coordinate with Amy before she gets started.
 - **Principal's Report (Kerry Dufresne):**
 - HMS first to receive award for 1st Sustained Green School in Howard County. This is primarily due to efforts of past and present GT resource teachers.
 - Council of Elders will recognize African American MSA test scores on 11/20/15 at Oakland Mills HS
 - HMS has conducted two student advisories since our last PTA meeting: one community building and one academic. The feedback from the staff was very positive.
 - Spirit Week ongoing: tomorrow is Pajamas Day.
 - Shari asked about new staff member noticed recently. HMS has a new Pupil Personnel Worker who assists with attendance/financial/outreach issues. He is really connecting with the students!
 - **President's Report (Pat Johnson):**
 - **Geography Bee:** Mrs. Altaner met with Mr. Riley to start planning event. Cafeteria and Media center have been reserved. Flyer prepared and sent to Pat for approval. Kerry asked if any custodial help was needed for setup and if any of the audio/visual equipment was needed. Prep materials available for download on November 3rd. Mrs. Altaner will confirm access procedures and follow up with Mr. Riley. Shari Obler volunteered to be a parent judge if needed
 - **Box Tops:** program is going well. Will receive \$800 in December. Teacher campaign coming soon.
 - **Gift Card Fundraiser:** will send separate e-blast to advertise.

- **By-Laws Committee:** met last week and updated by-laws. Online version was posted to PTA website. No changes proposed from prior by-laws. Shari Obler made a motion to approve the updated by-laws. Jen Larsson seconded. None were opposed. The motion passed. Executive Board approved by-laws must be made available to the general membership for 30 days. An email will go out advising members that the by-laws are available for review online. In order to meet our by-laws deadline and allow for the general membership to review and vote on the new by-laws, it was agreed that our January meeting will take place on the 6th rather than the 13th.
- **New Business:**
 - **Color Run:** as an alternative or in addition to the Talent Show / Spring Fling. Pat circulated a flyer on this new fun activity! The Board as a whole expressed interest in pursuing the Color Run. We would need a coordinator to take this event on. Pat will set up a planning meeting for interested parties to attend and brainstorm.
- **Roundtable:**
 - Heather asked if there is a line item in the budget to provide financial assistance for students to attend field trips. Jen reviewed the budget. Although we allocate funds for 6th grade outdoor ed, we do not have a line item specific to other field trips.
- **Closing:** Shari Obler made a motion to adjourn the meeting; Mary Altaner seconded; the motion passed.

Minutes respectfully submitted by Tricia Miller, HMS PTA Secretary.