

## Minutes CES PTA Monday November 14, 2011

Members Present: Suzanne Blank, Paul Scott, Kirk Chan Tack, Mrs. Slattery, Linda Thomsen, Danielle Hilliard, Mrs. Breon, Jason Traquair, Lisa Clark, Sarah Gettier, Debbie Tow, Vidya Ambrosi, Judi Gershenson, Vandana Ramulu

### I. CES President

- A. Minutes from September and October were voted on and approved
- B. Chorus Trip to Philadelphia
  1. CES PTA insurance company approved the CES PTA sponsoring of the trip so will be able to sponsor the trip over Thanksgiving by the choir to Philadelphia
  2. Moving forward, the Central Office of Risk Management did not approve the type of waiver required for this trip and so the PTA will have to continue to sponsor this, for the trip to happen
  3. The risk management office is looking more closely at all school trips and outside activities and especially if the trip does not have a strong academic component, they are not supporting it
  4. CES is the only elementary school in the area that has a trip like this
  5. There was discussion over why the trip was not sponsored by the Central Office, what we as a PTA should consider doing about this issue, why our PTA insurance company covered our sponsorship of the event, etc... It was decided that we should consider forming a committee to look into this and the issues behind it.
- C. Run Across America
  1. They would like to disband now that there is an established Health and Wellness committee and participation in the program had declined the last couple of years
  2. The Health and Wellness Committee has goals for every quarter, this quarter is focusing on Sleep, unclear what their goals are in terms of physical activity programs and their willingness to incorporate Run Across America
  3. It was suggested that Run Across America or an equivalent program could function as a subcommittee under Health and Wellness
  4. It was decided to discuss further with Health and Wellness and Run Across America possible options before disbanding this standing committee without incorporating its mission elsewhere
- D. Holiday Meeting for the CES PTA
  1. Suzanne solicited offers to host this special meeting, but no one offered
  2. Suzanne will host, but there are certain dietary restrictions on any food items that hopefully everyone will respect, food items should be vegetarian
- E. Nominating Committee for Next Year
  1. Needs to have 3 people on it, and the President cannot serve on this committee
- F. Cultural Arts
  1. Requested a budget increase to cover a special resident artist program
  2. Nisha Patel obtained a \$500 grant from Capital One which is going to go towards supporting this, in addition to the remainder of the costs being sponsored by the 5<sup>th</sup> grade programming
  3. The total budget increased from \$5400-\$5900

### II. Principals Moments

- A. Car magnets are now available, and look great, they will cost \$3 for one and \$5 for 2
- B. Spirit Wear had some issues with incorrect pieces being sent, once corrected orders will be filled as quickly as possible
- C. CES WEBSITE

1. Lots is being done to optimize the website and make it a “one stop shop” for information
  2. There is a calendar on the first page with all of the school’s activities [there are two different layouts for viewing the information presented]
  3. There is an upcoming Events section
  4. They are working on each grade level having a page with their daily schedules, specials and monthly newsletters
  5. For Special Events, the Halloween pumpkin decorating contest photos were displayed
  6. They are looking for feedback to continue to improve the site and its content
  7. It was suggested to make an announcement or include a link in the CES email to the website so that more people utilize it
- D. American Education Week is going on this week
- E. Turkey trot is this Friday and this year all of the turkeys are being donated
- F. Parent Teacher Conferences are being held next week
- G. All of the Fall and Halloween Events went very well

### III. Treasurer’s report

- A. We have a balance of \$49,662 with some outstanding cheques
- B. Spirit Wear still in deficit as orders still out
- C. Cultural Arts has spent \$1650 this year
- D. 5<sup>th</sup> grade programming has received its collections, but has not yet made its major expenditures
- E. We have only spent about \$5000 so far this year, though our projected expenditures are significantly higher, we still should have a surplus

### IV. Howard County Delegates Report

A) Coat Drive: ( Thanks to Suzanne, Stephanie and the Front Office for their help promoting this year's coat drive. J)

- 1) Overall, 10 large bags were donated by CES on 11/1.

B) School Improvement Team (SIT)-- Reminder that all schools **must** have at least one parent representative on its SIT (School Improvement Plan; [http://ces.hcpss.org/08FF6845-0119EC4E.0/CES\\_SIP\\_Snapshot.pdf](http://ces.hcpss.org/08FF6845-0119EC4E.0/CES_SIP_Snapshot.pdf)).

C) Guest Speaker (Welcome from Dept of Education)

- 1) Dr Sydney Cousins (HCPSS Superintendent) highlighted:
  - Ongoing 2012-2013 budget discussions, including uncertainties whether teacher pensions will be the state’s or county’s responsibility.
  - Increasing diversity of HCPSS students (<50% of students are Caucasian;
  - there are students from over 80 countries and 30 primary languages in HCPSS) and steps being taken to meet these diversity issues, as well as to encourage additional parent and PTA involvement to help support teachers so that students can succeed.

D) Guest Speaker (Review of achievement data)

- 1) Dr Clarissa Evans (Executive Director of School Improvement and Curricular Programs) summarized:
  - Overall, HCPSS performs above the entire state in proficiency scores (e.g. MSA, HSA, SAT).
  - Within HCPSS’ proficiency scores (e.g. MSA, HAS, SAT), African Americans and Hispanic perform less well compared to Asians and Caucasians. Review

of 2010-2011 data showed that these ethnicity achievement gaps are gradually narrowing compared to prior years.

- HCPSS and schools have access to longitudinal data collected per student.
- Data by state, county, school are available at: <http://www.mdreportcard.org/>
- HCPSS data:

<http://www.mdreportcard.org/MsaResults.aspx?PV=1:3:13:AAAA:I:N:0:13:1:1:2:1:1:3;>  
[http://www.hcpss.org/academics/msa\\_2011boe.pdf;](http://www.hcpss.org/academics/msa_2011boe.pdf)  
[http://www.hcpss.org/academics/stanford\\_gr2\\_2011boe.pdf](http://www.hcpss.org/academics/stanford_gr2_2011boe.pdf)

E) Report from the Board of Education (from Ellen Giles):

- 1) Last day of school for 2011-2012: **JUNE 11, 2012** (so far: *One Inclement Weather Day Used - Monday, 8/29/11*)
- 2) The proposed academic calendar for the 2012-13 school year was presented to the BOE at its 11/3 meeting. Recommended dates include: - Mon., Aug. 20: Teachers return- Mon., Aug. 27: First day for students- Dec. 24 - Jan. 1: Winter break- Mar. 29 - Apr. 7: Spring break- Thur., Jun. 20: Last day of school\*\*\*\***Note: Five inclement weather days have been built into the calendar. If fewer or additional inclement weather days are actually used, the final day of school would be adjusted accordingly.** BOE will hold a public hearing on the proposed calendar on Dec. 8. Action on the calendar is scheduled for Jan. 12. View the proposed calendar at [www.hcpss.org/calendars](http://www.hcpss.org/calendars).
- 3) BOE continuing to work on phasing in Common Core, while continuing to follow No Child Left Behind (which is due to phase out in 2014).
- 4) New superintendent search is getting started (a search firm has been hired).
- 5) Redistricting discussions are ongoing (**Note: CES is NOT affected**).

F) Report from the Office of the Superintendent (from Patti Caplan):

- 1) Mrs. Caplan agreed with information provided by Ellen Giles. Nothing else to add in her report.

G) MD PTAC Certificates

- 1) CES PTA received a certificate from MD PTA for increasing its membership by 10 members in 2010-2011. (I'll give the certificate to Suzanne on 11/14.)

F) PTACHC Committee Reports

- 1) All PTACHC committees (Curriculum, Family Involvement, Legislative, Safety, Wellness, After Prom, Reflections, Scholarship) are still looking for additional volunteers. Any parent who is a PTA member can volunteer to help on a PTACHC committee. Please spread the word to encourage greater parental help.
- 2) Family Involvement: Coat drive collection concluded on 11/1.
- 3) Wellness: Encourage participation in Howard County Health Dept Initiative,

SodaFree30 pledge:

Report on the activities of the Wellness Committee by Andrea LeWinter The Wellness Committee has been actively using an email distribution list to communicate wellness events and ideas to PTA Wellness Chairs and interested PTACHC delegates (*if you want to join, please email [wellness@ptachc.org](mailto:wellness@ptachc.org)*). Besides announcing community events and individual

school initiatives, in accord with initiatives of Healthy Howard and the Horizon Foundation, we are using this forum to encourage PTAs to promote efforts to limit children's intake of sugary drinks, including the County's 30-day soda-free pledge and PTA-sponsored in-school reward programs for children who drink water or plain milk with lunch. The Committee Chairs also had the opportunity to meet with Bill Ryan, head of School Improvement and Administration, who was very supportive of Wellness efforts, as well as Linda Rangos and Jackie French, who oversee Health and Physical Education. The next step in terms of school administration is to meet with Arlene Harrison and Marion Miller, head of Elementary School principals, to learn more about how we can partner to promote wellness directly at the school level. Other goals remain getting the Facebook site up and running (PTA Council of Howard County Wellness Group); providing more specific ideas to promote healthy drinking habits; and, coordinating a spring wellness forum.

### **SodaFree30 pledge:**

<http://www.howardcountymd.gov/DisplayPrimary.aspx?id=6442462984> <http://www.howardcountymd.gov/Departments.aspx?ID=290>

<http://sys.howardcountymd.gov/> (there is also a paper copy of the pledge form that can be downloaded

<http://www.howardcountymd.gov/assets/o/113/136/713/937e5162-b5ff-455d-ae05-67c0c9aa5d4a.png><http://www.howardcountymd.gov/DisplayPrimary.aspx?id=6442462963>

### G) Miscellaneous:

- 1) **American Education Week** will be celebrated from November 13-19, 2011.
- 2) **Interested in Running for the School Board?** The League of Women Voters of Howard County is hosting a free seminar that will provide information to people considering running for any local office, especially for school board. Please encourage your members who may be considering running for office AND those who may be interested in helping candidates achieve success. *The session is free.*

When: Saturday, November 19

Time: 9:00 a.m.-11:00 a.m.

Where: George Howard County Office Bldg C. Vernon Gray Conference Room, 3430 Court House Drive , Ellicott City

### V. After School Programming

- A. The CES PTA charges a fee per student of \$15 for outside vendor run class and \$10 per student for CES staff run class. This fee originally was to raise revenue and to cover a paid After School Monitor Position which so far this year has not been filled. It was proposed that this fee be eliminated as we no longer have a paid Monitor, as

some families with multiple children are spending a disproportionate amount, and as our PTA has a surplus

1. There was a lot of discussion on this point, including whether it was fair to change the fee structure in the middle of the year, that from a front office and administration position having a central person who closely followed everything and made sure that all the students reached where they needed to go was very valuable and that it has been difficult in its absence, that CES is one of the few places based on vendor experience that charges such a fee, that we should decide if we are having a paid monitor before eliminating the fee, that we have a surplus situation so it doesn't matter if we have a Monitor or not, that families would not mind if the fee structure changed resulting in a "discount/sale"
2. In the end, it was decided that the fee should be eliminated for now— there was a motion to eliminate the fee which was passed
3. It was also decided to continue to seek a Monitor and that this could also be opened up to CES staff and that we could use other CES funds to cover this expenditure when and if this position was filled

## VI. Go Green

A) Go-Green Committee Ideas for Classroom Parties: (Thanks Andrea, Suzanne & Stephanie!)

Andrea is working to reduce waste at classroom parties by getting the word out to parents and working with teachers and room parents. Andrea announced the effort via a PTA email and the newsletter to start the ball rolling for the Halloween parties. She plans to contact teachers and room parents in November, so that everyone will work together to "green" all future classroom parties. Thanks to Suzanne and Stephanie for helping promote these ideas via PTA announcement and newsletter.

B) Green Presentation: (Thanks Andrea and Mrs. Slattery!)

Andrea and Mrs. Slattery have coordinated a Green Presentation (Speaker: Alicia Moore, Howard County Recycling Coordinator for Schools) on Wednesday, November 30, during each grade's lunch period.

C) Reflections Committee helping encourage entries with Green themes (Thanks Mike & Kathy!)

1) This year's theme is "Diversity Means."  
2) Reflections announcements (flier, newsletter) included: "The Go-Green committee would like to recognize students who submit an entry with a Go-Green component (e.g. reducing waste, saving energy). Be sure to indicate if you would like your entry to be considered.

3) Reflections co-chairs will identify Green entries

4) Go Green Committee will prepare certificates for Green entries to distribute at the Ceremony

D) Green Teachers (Thanks Mrs. Becker & Mr. Schwab!)

1) Trash weighing to start soon. There are student reps for Grades 3-5 who will assist. Go-Green committee is encouraging parents to help with trash weighing at lunchtimes on Wednesdays.

2) Garden planting being planned by Mr. Schwab.

E) Green Pictures for the Yearbook: (Thanks Deb & Lisa!)

1) Teachers will let us know when Green activities are being done (e.g. weighing trash, planting the garden) so Yearbook Committee can take pictures.

2) Thanks also to Yearbook Committee for taking pictures of other Green events, e.g. Green Presentation on Wednesday 11/30.

## VII. Membership

A. **Membership:** total of **424** PTA members. Membership cards will be distributed this week.

B. **Cougar Patron:** I don't think this has changed since last month - total contributions is **\$5,720**. We are getting ready to send thank-you letters home to all donors.

C. **Entertainment Book:** The sale has closed, but of course, if anyone has a book they need to return, or a \$30 check to pay for their book, please send it into school asap. Total number of books sold was 143. This is a profit for the PTA of \$2,145.00. We are still in the process of getting prizes out to those students who have not received them yet. Should be wrapped up by the end of the week.

## VIII. Yearbook

A. In the past, the yearbook committee has tried to break even on the yearbook sales and not use the yearbook as a revenue creator, with the cost at \$20/book

B. It was suggested that it may be nice for the staff to offer the yearbook at half price, to donate copies to each classroom, to donate copies to the library, or to donate copies to all of the teachers (but what about the staff which numbers 76 and may be too expensive

C. There was a motion to offer the yearbook at half price to the staff and to donate 5 copies at no cost to the Library sponsored by the PTA at maximum cost roughly \$800 which was approved

D. There was also discussion of selling a separate addendum to the yearbook which does not cover events which happen after April as otherwise the Yearbook cannot be distributed before the School year ends.

1. This addendum could cover Spring Sling, Sock Hop and 5<sup>th</sup> grade programming

2. It was suggested that rather than have an addendum that events from the previous year except the 5<sup>th</sup> grade ceremonies could be added to the following year's yearbook or that the CES website could high light these events rather than selling an additional item at additional cost

## IX. Family Fun Night

A. Olympic Games Night took place with about 70 people, which is less than last year, possibly due to scheduling conflicts with other events in the area occurring at the same time

1. There were many different games, teams came entered with flags, there was a build your own sundae station, and in the end all were winners with lollilops for everyone. It was a great time for all who participated

B. Book Fair Bingo is the next event slated for parent/teacher conference time in February

#### X. Box Tops for Education

- A. About 3800 box tops were collected raising about \$380
- B. A permanent box for this collection is to be purchased for approximately \$45
- C. Prizes may be given including Pizza Hut certificates or Gift Cards to Dunkin Doughnuts
  - I. It was suggested to instead of just giving random prizes to give prizes to those who donated the most

#### XI. Directory

A. We delivered the Directories to the school on Friday Nov 11th for distribution. They were sorted by grade and classroom and there were only a handful that we did not have the actual grade/teacher as the PTA members did not include their names in the Directory.

B. Delivered: 272 booklets to PTA members and those who paid for Directories only  
Supplied a handful of booklets: 6 to CES Administration Staff

C. Remaining: 70 booklets for sale - \$5 each Cost: \$1173.50 for 350 booklets or \$3.35 each

D. We left them with the front office and asked if they would be able to handle the sales of the remaining books. I haven't heard back yet about that. Nonetheless the booklets are there in the front office and should they not want to administer the sales of the extra booklets, we will have to manage that. We would like to include a blurb in the next PTA newsletter about the sale of the extra books once we confirm how this will be handled.

E. Comments: Printer made a few mistakes on the order, but not a major issue. Verification took longer than expected. We got busy with our work schedules. The online reports required extra time formatting than expected. We definitely have suggestions for improvement for next year to help streamline the entries, reports, and publication. Hope everyone is happy with the Directories!

#### XII. Reflections

##### A. This month's activities

1. Advertised the program to the students through initial flyer and reminder flyer sent home with students, flyers posted at school, and request to homeroom teachers to briefly discuss the program in class
2. Finished getting judges
3. Scheduled reception for CES Reflections participants on December 14 at 7:00 in CES cafeteria

##### B. Next month's activities

1. Collect entries due by November 18th, and distribute to judges for judging
2. Prepare winning entries to submit to county level
3. Prepare for reception
4. Find places in the school and/or local businesses where visual art, photography, and literature entries can be displayed after judging

### XIII. 5<sup>th</sup> Grade Programming

A. This year, one of the community service projects that 5th graders will be involved in is Food on the 15th. They will have opportunities throughout the year to be involved in different ways and seem to be very excited about this project. They can participate by:

1. making posters to advertise the food drive to the school
2. planning and delivering announcements on the live morning announcements
3. checking food for expiration dates, sorting the food, and packing grocery bags, and
4. delivering the groceries to the residents at Tiber Hudson Senior Apartments.

B. During the week of November 7-11, we kicked off the food drive by sending home fliers with students, delivering an announcement on the Monday morning announcements, having students write reminders in their planners, and hanging posters around school. This past Friday, nine students were chosen to come in during recess to check the food and prepare bags of food. We were thrilled that we had enough food donated to be able to pack 21 bags! On November 20th, we will have a group of 5th graders and their parents deliver the food to the senior citizens' homes. We will continue this food drive throughout the school year and are hoping that we can continue to collect lots of food each month!

C. Grassroots-- This is another community service project projected for the 4th Quarter. The 5th graders will assemble lunches for the 50 residents at the Grassroots shelter. This occurs during school upon approval of CES administration and teachers.

D. Funding-- Currently have 92 out of 97 families paid in full and 1 partial payment received for a student that may be moving

E. School's out-- Our goal is to have a least one activity per quarter. In Q1 we had the pool gathering. For Q2 Michelle Ostroff is planning cosmic bowling on January 16th. Looking into Q3 Lara Younkins is coordinating Ice Skating at the Columbia Ice Rink!

F. Misc

1. T-shirts are ordered and due by Thanksgiving. They can be worn on Fridays, School's Out activities and the end of the year 5th grade picture. We purchased shirts for the 5th grade teachers and some staff members. We also offer them for purchase without any takers.

2. Wednesday 11/30. Cultural Arts

3. Nisha Patel researched, applied for, and received a \$500 grant from Capital One to fund the PTA cultural arts program. The check was received by Nisha last week and given to the treasurer. Thank you Nisha!!!!!!

4. This year 5th grade programming partnered with Cultural Arts to bring a felting artist-in-residence for a week in February to work with 5th graders on creating a felted mural, which will be framed, displayed, and hung as the 5th grade class gift. Each 5th grader will work with the artist not only to learn how to create felt, but to create a piece of the mural.

Motion to adjourn meeting unanimously passed.