

## Minutes from Pot Spring Elementary School PTA General Meeting

Date: Tuesday, February 17, 2008  
Time: 7:00pm to 8:50pm  
Place: Pot Spring Elementary Library

### Attendees

Board Members Present:

Carol Jones, President ([ctjbalto1@aol.com](mailto:ctjbalto1@aol.com))  
Carol Norton, 1<sup>st</sup> Vice President ([bcrmnorton@yahoo.com](mailto:bcrmnorton@yahoo.com))  
Erin McGeehan, 2<sup>nd</sup> Vice President ([dillstersmom@aol.com](mailto:dillstersmom@aol.com))  
March Klein, Vice President in Charge of Volunteers ([marchklein@juno.com](mailto:marchklein@juno.com))  
Carol Purvis, Treasurer ([purvisc@cpakatz.net](mailto:purvisc@cpakatz.net))  
Melissa Whatley, Corresponding Secretary ([mbwhatley@comcast.net](mailto:mbwhatley@comcast.net))

### Others Present:

Jane Martin, Principal ([jude@bcps.org](mailto:jude@bcps.org)); Melissa Benford ([mbushbenford@bcps.org](mailto:mbushbenford@bcps.org));  
Christie Furnari ([cfurnari@bcps.org](mailto:cfurnari@bcps.org)); Carrie Beckey ([Beckey@comcast.net](mailto:Beckey@comcast.net)); Amy  
Chenowith ([Chenowith@att.net](mailto:Chenowith@att.net)); Sameera Shaikli ([shaikli\\_samz@yahoo.com](mailto:shaikli_samz@yahoo.com)); John  
Bowers ([johncbowers@hotmail.com](mailto:johncbowers@hotmail.com)); Tina Will ([jwill409@aol.com](mailto:jwill409@aol.com)); Michelle Bell  
([michelle.bell@constellation.com](mailto:michelle.bell@constellation.com)); Karen Fisher ([fisherofmd@comcast.net](mailto:fisherofmd@comcast.net))

### Items Discussed:

Carol Jones, President, called the meeting to order at 7:00pm. The Pledge of Allegiance was recited. The agenda and budget were distributed and each attendee introduced themselves.

The minutes from the meeting on January 6, 2009 were reviewed and approved.

### Treasurer's Report – Carol Purvis, Treasurer:

Carol Purvis highlighted the changes from last month's report. We recently received \$1,310 from Box Tops for Education which is far above our budgeted amount of \$500. Our pilot School Store brought in almost \$150. The Spring Fling has only incurred costs so far as we have placed deposits on the games. We currently have approximately \$19,000 in our combine checking and savings accounts with budgeted expenses of roughly \$11,000 still outstanding. Michelle Bell pointed out that we have a very large cash reserve and expressed that she'd like to see it used while the children's whose families contributed to our fundraisers, etc. are still at Pot Spring. This point will be discussed later in the meeting.

### Committee Reports:

- **Box Tops – Chair: Judy Lannon:** Thank you to all the Pot Spring families for helping us surpass our budgeted goal already! The last collection for this year's submission will be at the end of February; however, the grade-level competition will continue until the end of the year. Expenses associated with Box Tops are

- minimal (for grade level pizza party) so decisions will need to be made about how to allocate the proceeds from the Box Tops.
- **School Store – Chair: Carol Norton:** The Pilot School Store was overwhelmingly popular with the students as was evident when we quickly sold out of the initial merchandise. In hindsight, we should have purchased more supplies when they were on sale earlier in the year as well as offering more practical items like glue sticks. For next year, we recommend that the School Store have it's own line item in the budget and a chair person. It was also recommended that the store take place in the mornings prior to the start of school since it was very chaotic during lunch and the children were too excited to eat in some instances. It may help to have set days for set grades to help minimize the crowds. All the feedback and issues will be detailed in a binder and handed along to the future chair.
  - **Pasta Night – Chairs: Tina Will and Amy Chenowith:** Big thanks to Amy and Tina for planning such a wonderful evening. 176 tickets were sold to the dinner (the same as Outback Night last year) and a little over \$350 was raised. All agreed that the single seating format and holding it in the gym both worked well. Many thanks to all those who volunteered. The Dulaney student volunteers were wonderful – thanks to Jane Buscemi for suggesting contacting the Dulaney Key Club. A suggestion for next year was to contact Lil Tony's to see if they could provide food for free as there is a personal connection to the school. We do need chairs for next year. The transition should be an easy one as the binder is very organized and up to date. Alex's Lemonade Stand was also a success with \$241.25 raised from the hearts sold at the dinner as well as online donations. We would also like to have Alex's Lemonade Stand set-up at the Spring Fling.
  - **Valentine' Surprise – Chairs: Carol Jones and Erin McGeehan:** 39 gift cards of \$25 each (the largest amount allowed by BCPS) were purchased from Staples and presented to each classroom and special area teacher for Valentine's Day as a supplemental gift for classroom purchases. These thank you gifts were in lieu of the Back-to-School teacher gifts that the PTA has given in the past (i.e. pencil sharpeners or electric staplers). Staples also donated a number of additional items for distribution to teachers and classrooms. It was decided to keep some of the items for Teacher Appreciation Week and to distribute the others in the faculty room for teachers to take as needed. Mrs. Martin expressed the surprise and appreciation on behalf of the teachers. She said that it came at a perfect time as teachers just like students need to replenish their supplies around this time of the year.
  - **Cool the Earth – Chair: Carrie Beckey:** The Coupon Exchange is going well – thanks to Sue Walters and Carrie Beckey for manning the coupon stations. We are about halfway to our goal of 1,000 coupons. All the feedback about the performance at Dulaney was very positive with a terrific show and a great turnout. The PTA provided the snacks for the evening performance and many thanks to the Dulaney staff and students who helped with things such as the lighting and sound.

## Upcoming Events Report:

- **Waste Free Lunch Week** – John Bowers attended the meeting to discuss his concerns with the Waste Free Lunch program. He feels that it violates the students' privacy rights and is crossing a line when adults are monitoring the contents of students' lunches. He also expressed concern about not being told beforehand about the initial tallies and stressed that while he is very supportive of the intent of the project, he was not please with the method being employed. Mrs. Martin addressed his concerns specifically noting that the Waste Free Lunch is part of a Green School program and not PTA oriented. The program is purely voluntary and was never meant to invade the children's privacy. The program is still being fine tuned and we will continue to explore new ideas, gather feedback and define the direction of the program. Other area schools, like Pinewood, have Waste Free Wednesdays that have been very successful. In the meantime, this week's program will use the weight of the waste collected to quantify the results rather than a tally of contents of particular lunches.
- **Action Committee Update – Carol Norton:** Over the past few months, we have been looking at how to best use the money we raise around the school. Currently, this process has evolved into trying to match money with the needs of each Action Team at the school and we'd like to give each of the three committees a lump sum to use as is deemed best by the committee. March Klein brought up the concern that this may not be the best way to address all the needs of the teachers in the school as not all areas are represented by Action Teams. Also, there was some confusion as to what we are allowed to provide for the school on behalf of the PTA. It was decided that we'd allocate \$500 to each Action Team for the time being while we further investigate making some larger purchases to benefit the school. Tina Will also brought up the point that we should communicate more fully to the general membership how the money that is raised is spent. These ideas will be revisited shortly.
- **Spring Fling – Chairs: Amy Chenowith and Tina Will:** The Spring Fling will be held on Saturday, May 9th – rain or shine from 11am to 3pm. The games have been ordered and The Charcoal Deli and the Ice Cream Man have been reserved. The silent auction will again be headed up by Karen Fisher and Michelle Bell but need a committee of about six to eight people to help with the enormous and time consuming job of soliciting donations. John Bowers offered to help. It is very competitive in the community to secure donations given the economic times. We will also offer the sports memorabilia again this year. Christie Furnari and Deb Tewey offered to run an International Bake Table again this year. We need a volunteer to run the regular bake table. A Spring Fling committee meeting will be held on Thursday, March 5<sup>th</sup> at 7pm – location to be determined.
- **Family Movie Night – Chair: Erin McGeehan:** Movie Night will be held in the Gym on Friday, March 13<sup>th</sup>. Kung Fu Panda will be shown. Ticket prices will remain the same as last year: \$2 per person or \$10 per family with free popcorn. Doors will open at 6:30 and the movie will start at 7:15.

- **Lobby Furniture – Carol Jones:** Estimates for the fabric and labor to reupholster the cushions in the lobby exceed our budgets amount of \$1,000. While this cost is higher than anticipated, it was approved as this new fabric is very durable and well suited for use by a busy school community. Turn around time is expected to be 2 – 3 weeks and volunteers are needed to help clean up (polish/wash) the wood furniture.
- **Kindergarten Registration – Chair: Carol Norton:** It is schedule for Thursday, March 12<sup>th</sup> with two sessions from 9:30 until 11:30 and 12:45 to 2:15. Volunteers are needed to greet visitors, provide hospitality and conduct on-site tours. The 5<sup>th</sup> Grade Ambassadors will not be able to assist this year as the Registration is the week before MSA testing so extra volunteers may be needed. Pre-K screening will be held on Thursday, April 16<sup>th</sup>.
- **Yearbook – Chairs: Michelle Carroll and Lisa Compton:** The yearbook design is proceeding nicely. Posters advertising the sale will be put up shortly and will be followed by order forms being sent home. The deadline for orders will be the end of March and the cost will be \$19 per book. The targeted delivery date is June 5<sup>th</sup>.
- **Teacher Appreciation Week – Chair: Open:** Teacher Appreciation week will be May 4<sup>th</sup> to May 8<sup>th</sup>. We need a chairman before we can proceed with planning.

#### **Principal’s Report – Jane Martin, Principal**

- **Cool the Earth Program** – Mrs. Martin expressed appreciation for the PTA support of the performance of Cool The Earth as well as for the snacks provided by the PTA.
- **MAEOE Conference** – Several of our teachers will be attending the annual MAEOE Conference again this year.
- **Waste Free Lunch** – Mrs. Martin once again mentioned the modifications to the Waste Free Lunch program based on parental feedback.

#### **Assistant Principal’s Report – Melissa Benford, Assistant Principal**

- **MSA Testing** – The MSA testing schedule is currently being finalized and will be shared in the March Newsletter.
- **Volunteer Training** – The next volunteer training will be held on Thursday, February 19<sup>th</sup> in both the morning and evening. The will be one final session held after Spring Break to ensure that all parents (particularly those wishing to chaperone the Philadelphia trip) have had the proper training. There have already been 13 sessions held this year.
- **Parent Survey Results** – The results of the Climate Survey will be shared in the March newsletter. March Klein pointed out that 85% of parents felt satisfied with the communication of the PTA and asked for feedback as to how we could improve in this area. Tina Will thought that more in-depth explanations of the PTA events would be helpful for the families of students just entering in our school. Carol Norton also felt that while we communicate well via the newsletter, emails and in-school communications, there could be improvement in the face to

face connections with new families. Mrs. Martin suggested that the PTA could provide information for new families as they register throughout the year.

Carol Jones adjourned the meeting at 8:20 pm.

The next PTA meeting will be held on Friday, March 6, 2008 at 9:30am in the Pot Spring Cafeteria. All are encouraged to attend.

Minutes prepared by Melissa Whatley, Corresponding Secretary  
Submitted March 1, 2009