



PTA General Board Meeting Minutes

Tuesday, September 11, 2018
Greenwood Elementary School, Media Center

The Greenwood ES PTA met on September 11, 2018. The President, Mary Quirion, called the meeting to order at 7:00 pm.

Attendees: See list attached.

President's Report, Mary Quirion

- Agendas distributed (see attached)
- Introduction of Board, Contact Info:
 - Mary Quirion, PTA President: president@greenwood-pta.org
 - Lindsay Vilardo, PTA Vice President: vicepresident@greenwood-pta.org
 - Christina Conroy, PTA Secretary: secretary@greenwood-pta.org
 - Tim Abercrombie, PTA Treasurer: treasurer@greenwood-pta.org
 - Cathy Lewis & Jen Madison, Volunteer Coordinators: volunteer2@greenwood-pta.org
 - Kandi Barakat, MCCPTA Rep: mccpta2@greenwood-pta.org
 - Lauren Zarren, MCCPTA Rep: mccpta@greenwood-pta.org
- Budget report – new line items
 - Open House PTA Cookout
 - Movie Night: September 28, 2018
 - Readathon: October 22-November 2, 2018
 - Spring fair/fun run
 - PTA website and technology fees
- Abridged Calendar of Events:
 - September 2018
 - September 11 General PTA Meeting, Media Center - 7-8pm
 - September 12 Back To School Night K-2 - 6pm
 - September 18 Donuts with Dads 8:00am in APR
 - September 19 No School
 - September 20 Back to School Night 3-5 grades - 6pm
 - September 28 Movie Night
 - October 2018
 - October 2 General PTA Meeting, Media Center - 7-8pm
 - October 5 Early Release -- 12:45pm
 - October 15 Dining Night Out Panera
 - October 22-Nov 2 Readathon
 - October 26-Nov 2 Book Fair
 - October 31 Halloween Parties

GREENWOOD ES PTA

3336 Gold Mine Rd
Brookeville, MD 20833



My School Anywhere Portal and Registration Overview

- Registration/Membership, Beth Parker
 - This time last year – we got most memberships at back to school
 - Current membership = 95 members
 - Looking to encourage membership among faculty/staff
 - Will be at BTSN for registration and to answer questions
 - QR code available; can put app on phone
- Current Capabilities, Beth Poston
 - Yahoo! group is abolished
 - Online directory, join PTA – available through app

Volunteer Coordinator Report, Jen Madison

- Available positions
 - Flyers distributed (see attached)
 - Will have at BTSN
 - Will also come home via backpack express
 - Return form and/or email Jen/Cathy if you are interested
 - Immediate need:
 - Bingo night – anticipate January 2019
 - Book fair – end of October – need parent help
 - Kindergarten Orientation
 - International Night
 - Smart Sacks
 - Yearbook
 - Baby Gators
- Event guidelines, Lindsay Vilardo
 - Checklist for coordinators (see attached)
 - Board needs to know/approve before you start planning

Treasurer's Report, Tim Abercrombie

- Open House PTA Cookout added
- Movie Night returning
- 2 Fundraisers: Readathon & Spring Fair/Fun Run
- PTA website and technology fees

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Discussion on budget:

- Spring Fair – need to increase expenses
- 5050: Website and technology fees
- Bingo night: need to make sure it's not a fundraiser
- Need count of teachers for \$200/teacher – there are 21 teachers, don't forget special ed teachers
- Asked prior coordinators/PTA members to suggest edits to budget on notecards

Official Business:

- Table Motion/Vote to approve 2018-2019 Budget until next month
- Will have 2017-18 final budget at next week's meeting

Principal's Report, Mrs. Carrie Zimmerman

- Appreciates large turnout tonight
- Great first week
- Change in arrival/dismissal based on feedback from Charles Harper, MCPS Security
 - Changes are for the kids – to make sure they're safe/secure
- BTSN: 9/12 and 9/20
 - 6-6:40: classroom session I
 - 6:45-7:15: general session in APR
 - 7:20-8:00: classroom session II
- Parent volunteers: MUST do online volunteer training – good for 3 years
- Meeting with Mary/Lindsay and maybe Priscilla once a month – we met last Friday
- Party guidelines: will be coming out in Gator Gazette
 - Changes to Halloween Party: Everyone must sign in, therefore not everyone can come in. ONLY Room parent and two additional parents will be allowed in the building for the party. Everyone welcome to come to parade. Siblings not allowed at Halloween parties. A teacher who doesn't celebrate Halloween will host a fall festival (non-Halloween oriented) opt-out option in the Gym.
 - Will consider ideas for rain plan
 - Suggest room parents select two different parents to help for Valentine's day
 - Will have pre-printed nametags in main office for party chaperones
- Open house: will still happen, will have a secured system for sign-in
 - Hand license to secretary – she'll swipe it to check if you are on Sex Offender Registry
 - You must check out as well to give an accurate count of who's in the building in case of emergency – will reiterate this at BTSN

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- Will talk to Charles Harper about possible incorrect alerts
 - On parent claims erroneously flagged
- Working on fixing the system for “state your name and purpose” – main office not able to hear this yet
- Every classroom got a new magnet this year – building services checks/locks every morning
- 3rd-5th grade arrival/dismissal: original goal is to bring them all inside by Oct 1 to will sit outside the classrooms like K-2; this week with rain we brought 3-5 in through gym (starting today) and it went well; ideally in future K-2 will come in one front entrance and 3-5 will come in another front entrance
- Before/aftercare kids are not going through the school
- Parent Teacher Conferences:
 - Will use Signup genius for conferences
 - Will be available to all at the same time – will go live 9/21/18 at 6:00 pm
 - Dates/times TBA based on individual teacher availability:
 - Will offer at least one evening option
 - 4th/5th grade parents will meet with homeroom teacher – if you want to meet with other teachers need to go outside of the signup genius process
- Zimmerman and/or Sinon will be at PTA meetings

Miscellaneous:

- Hope to have babysitting available for future PTA meetings

Room Parent Update, Micole Harris

- Responsibilities: Halloween party, Valentine party, Holiday gift, End-of-year gift, Yearbook photos
- Encourage co-room parenting
- May modify parties based on new parent attendance party
- About 60% of classes are filled, 2 classes have 3 parents already so they're full
- Still needed: (first come, first serve)
 - K is covered
 - 1st: Mankulish
 - 2nd: Toms and Falzarano
 - 3rd: Van Eyk and Delaney
 - 4th: Krantz
 - 5th: Wisnieski
- Beth Parker –will train room parents in future on Portal signup capabilities
- May modify signup process in future to make it equitable

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Next month:

- Bini Abraham: will present on programs to keep kids active in indoor recess

Please put questions on notecards

The meeting was adjourned at 8:02 pm.

Meeting minutes by Christina Conroy, PTA Secretary.