

New Hampshire Estates / Oak View Elementary School Parent-Teacher Association
PTA Member Meeting Minutes

Tuesday, June 05, 2018

Prepared by Kristy Wright

Location: Oak View ES Media Center

In addition to the PTA members and various PTA board and committee members, the following PTA officers and school management representatives were in attendance:

Board Officers:

- Erin Taylor, President
- Jebby Rasputnis, Vice President
- Kirian Villalta, Treasurer
- Kristy Wright, Secretary

School Management Representatives:

- Jeff Cline, Oak View ES Principal
- Bob Geiger, New Hampshire Estates ES Principal
- Thomas Ryan, New Hampshire Estates ES Assistant Principal

The meeting was called to order at 7:05 PM.

Call to Order

- Introductions (all in attendance)
- Meeting Minutes - The PTA Member Meeting Minutes of 05/01/18 were approved through a motion requested by Jebby Rasputnis and approved by all in attendance without dissent.

Principal Reports

New Hampshire Estates ES – Geiger & Ryan

- Muffins with Moms was successfully held on the morning of 05/11. Approximately 100 moms/female figures attended.
- Other successful New Hampshire Estates ES events recently held include Movie Night (05/11), Spring Concert (05/23), Field Day (06/01), a family learning night, and a building services appreciation luncheon.
- 230 students registered for the Kindergarten through 2nd grade Extended Learning Opportunities (ELO) summer program.
- Upcoming dates to remember:
 - Wed., 06/06 – Volunteer appreciation luncheon
 - Thu., 06/07 – Career Day
 - Fri., 06/08 – 2nd grade visit to Oak View ES (buses funded by PTA)
 - Fri., 06/08 – Dance Party
 - Fri., 06/15 – 2nd grade promotions (morning; held in each class)
 - Fri., 06/15 – Last day of school (early release)
- Parent interest has been expressed in parent education/principal meeting events in the evenings (esp. in math); Geiger looking into opportunities/possibilities.

Oak View ES – Cline

- Successful Oak View ES events recently held include Movie Night (05/11), staff appreciation luncheon, Principal's Parent Academy (05/15), Arts Night (05/22), volunteer recognition (05/25), and Career Day (06/01).
- Upcoming dates to remember:
 - Wed., 06/06 – Field Day (Rain date: 06/12)
 - Fri., 06/08 – 2nd grade visit to Oak View ES
 - Fri., 06/08 – 5th grade field trip to Baltimore

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- Mon., 06/11 – 5th grade promotion breakfast
- Tue., 06/12 – 5th grade promotion at Blair HS
- Wed., 06/13 – 5th grade picnic
- Thu., 06/14 – 5th grade dance party
- Fri., 06/15 – Last day of school (early release)

Treasurer's Report – Kirian Villalta

- Review of Treasurer's Report.
- All reimbursements for receipts need to be submitted as soon as possible, as all checks for the school year must be cut by the end of the PTA fiscal year (06/30).
- Overall, the NHE/OV ES PTA raised approximately \$11,000 this school year and supported approximately 36 programs and events.

Health & Wellness Committee's Report – Cecilia Peterson & Annie Kee

- Grant from Action for Healthy Kids received in the amount of \$1,000. A deliverable report is eventually due to Action for Healthy Kids on the use of the funds.

Cultural Arts Coordinator's Report – Michelle Mosher *(not in attendance)*

- No update to report.

Membership Coordinator's Report – Erin Taylor *(provided by Taylor; position open)*

- No update to report.

Volunteer Coordinator's Report – Kate Waterfall *(not in attendance)*

- No update to report.

Audit Committee

At the close of the PTA's fiscal year (06/30), an audit committee is needed to review the financial records of this current school year's PTA. The audit committee is to be composed of three current PTA members but many not include any of the signatories. (For this PTA, that includes Erin Taylor [President], Kirian Villalta [Treasurer], and Kristy Wright [Secretary]). At this meeting, three members volunteered to meet in the summer after the close of the fiscal year but before the start of the next school year – Jebby Rasputnis, Becky Kinsey, and Kate Waterfall. All in attendance agreed to this audit committee without dissent.

Nominations and Elections for the NHE/OV ES PTA for the 2018-2019 School Year

In order to be considered a functioning PTA, a PTA must be comprised of a board that has at least three officers – President, Treasurer, and Secretary. The following individuals were presented as nominees for the 2018-2019 school year:

- President – Erin Taylor *(incumbent)*
- Vice President – Annie Kee
- Treasurer – Becky Kinsey
- Secretary – Kristy Wright *(incumbent)*

The new PTA officers were presented and approved through a motion requested by Jebby Rasputnis and approved by all in attendance without dissent.

In addition, several other individuals have indicated their willingness to continue on in their unelected positions to include the following:

- Membership & Volunteer Coordinator – Kate Waterfall
- MCCPTA Delegate – Jose Feliz
- Health & Wellness Committee – Cecilia Peterson

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Two summer meetings will be planned and held – (1) PTA officers and principals to plan the events of the 2018-2019 school year and (2) PTA audit committee to conduct and submit the audit to the MCCPTA. Dates, times, and other details to be determined.

The events that need pre-school planning are Back to School Night, the back-to-school teacher breakfast, and the first PTA meeting. Other topics to consider for the upcoming school year to consider are:

- How can the NHE/OV ES PTA work more with Linkages to Learning? (NHE ES clean-ups? Thanksgiving?)
- Should the PTA get involved with the NHE ES International Night? Should the PTA bring International Night to Oak View ES?

The meeting adjourned at 7:51 PM. This was the final NHE/OV ES PTA meeting of the 2018-2019 school year.

Meeting Attendees:

Erin Taylor	Jebby Rasputnis	Kirian Villalta	Kristy Wright
Jeff Cline	Bob Geiger	Thomas Ryan	Jose Feliz
Annie Kee	Becky Kinsey	Audelia Contreras	Lisa Buttner
Mercedes Vargas			