

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

Tuesday, June 04, 2019

Prepared by Kristy Wright

Location: New Hampshire Estates 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
- 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 6:38 PM.

Call to Order & Opening News

- Introductions (all in attendance)
- Meeting Minutes - The PTA Member Meeting Minutes of 04/02/19 and 05/07/19 were approved through a motion requested by Kate Waterfall and approved by all in attendance without dissent.
- Staff appreciation lunches were hosted by the PTA at both schools.
- The PTA's Wellness Committee successfully applied for and were awarded grants from Action for Healthy Kids (AHK) for Oak View ES and New Hampshire Estates ES for \$1,000 each. The grant money is awarded directly to the schools and is to be used to purchase indoor recess equipment. Funds should be received by the schools in approx. August 2019.

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. At the May 2019 meeting, a secretary (Taylor) and treasurer (Kinsey) were elected. A president was still needed and a nomination is now being presented for both a president and vice president. The following individuals were presented as nominees for the open positions for the 2019-2020 school year:

- President – Michelle Mosher
- Vice President – Delia Aguilar

The new PTA officers – president and vice president – were presented and approved through a motion requested by Lisa Buttner and approved by all in attendance without dissent.

Although not elected positions, the Montgomery County Council of PTAs (MCCPTA) delegates for the next school year will be Erin Taylor and Jose Feliz. In addition, fundraising and marketing chairs are still needed for the PTA.

Principal Reports

Oak View ES – Cline

- Fifth grade end-of-year activities are underway to include a field trip, breakfast, and graduation ceremony.
- MAP assessment show growth across all grades and demographics.
- ESOL assessments show growth across all grades. Third Grade – 60%+ met benchmark. Fourth Grade – 90% met benchmark. Fifth Grade – 70%+ met benchmark.

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- Oak View Assistant Principal position is still open. Fourteen interviews were conducted and the school's final selection/recommendation has been sent to MCPS for approval and job offer. Details to be shared upon candidate acceptance.
- Teacher positions to be filled for next school year include Ms. Lottes (music teacher) and Mr. Brauch (5th Gr. CES teacher). More paraeducators are also needed.
- Upcoming dates to remember:
 - Tue., 06/11 – 5th grade graduation ceremony at Blair HS
 - Wed., 06/12 – 5th grade picnic
 - Thu., 06/13 – 5th grade breakfast
 - Fri., 06/14 – Last day of school (half day)

New Hampshire Estates ES – Geiger

- Kindergarten position to be filled. Interviews being conducted tomorrow (06/05).
- New Hampshire Estates ES pursuing Excel Beyond the Bell (EBB) after-school program for next year. EBB has not served below second grade to date.
- MAP assessment show growth across all grades and demographics.
- Upcoming dates to remember:
 - Fri., 06/07 – Community dance
 - Fri., 06/14 – 2nd grade completion ceremony (during school day)
 - Fri., 06/14 – Last day of school (half day)

Treasurer's Report – Becky Kinsey *(provided by Erin Taylor)*

- Review of Treasurer's Report.
- Reimbursements for the current school year are needed as soon as possible. The PTA runs on a June fiscal year. The final date is 06/30/19.

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], Becky Kinsey [Treasurer], and Kristy Wright [Secretary]). At this meeting, four members volunteered to meet in the summer after the close of the fiscal year but before the start of the next school year – Annie Kee, Lisa Buttner, Kate Waterfall, and Michelle Mosher. All in attendance agreed to this audit committee without dissent.

Volunteer Coordinator's Report – Kate Waterfall

Volunteers & donations needed to facilitate the following events:

- June 2019
 - Linkages to Learning – NHE Community Clean-Up Day – Sat., 06/15
- August 2019
 - Back-to-School Staff Breakfast – Fri., 08/30, 8:30 AM-10:00 AM
- September 2019
 - Outdoor Movie Night – Oak View ES - Fri., 09/27 (?)

The meeting adjourned at 8:25 PM. This was the final NHE/OV ES PTA meeting of the 2018-2019 school year.

Meeting Attendees:

Erin Taylor	Kristy Wright	Annie Kee	Bob Geiger
Thomas Ryan	Jeff Cline	Jose Feliz	Kate Waterfall
Lisa Buttner	Michelle Mosher		