

Phelps Luck Elementary School PTA

Executive Board Meeting

November 5, 2008

Call to Order: 7:05pm

Attendance – 15 people signed the attendance sign-in form. Estimate 25 in attendance. Attendance sign-in form is on file.

Consent Agenda

- Minutes from October 1 were distributed and approved by consent.
- Minutes from September meeting will be distributed at the December meeting.

President's Report – Maryann Cohea, President

- Structure of PTA Agenda – PTA business will be presented first, followed by topics presentation by the school administration.

Administrator's Report – Mrs. Akers and Mrs. Ottey

- Halloween Party on Oct 31 - There was a big turnout by families at the annual Halloween party/parade. Mrs. Akers was very appreciative of all the parents/guardians who helped with this event.
- Parking – There is money in the budget this year to plan for additional parking spaces. The goal is to add 40 new parking spaces next year on the right side of the building near the student drop off/pick up loop.
- School Redistricting – PLES will be considered for redistricting in 2010 based on student enrollment projections. Parents may be asked to sit on this committee.
- Safety – Parents must sign in at the office whenever they enter the school.
- American Education Week is November 17-21. Open House is Monday, November 17. Parents are welcomed to come any day.
- November 3 was the end of the 1st marking period. Report cards will be issued on November 11.
- Parent Teacher Conferences are November 24-25. Child care will be provided. Mrs. Akers asked for volunteers for child care.

Request for Educational Resources Grant – Tanya Brogan for 1st Grade

- On behalf of the 1st grade team, Tanya requested \$300 to buy new books for the 1st grade book cart/reading club program. The current books, made possible by a grant from the Washington Post, are wearing out and need replaced. Motion to vote by Mrs. Stevens, seconded by Polly Weber. Board voted to approve – 9 votes.

Request for Money for Next Reading/Math Night – Mrs. Ottey

- The Math Support team, headed by Mrs. Eckstrom, will be sponsoring another Reading and Math Night for PreK-5. The event will have a pirate theme, with pirate actors, pirate artifacts and reading/math activities.
- \$150 was requested to hire the pirate actors and activities. Karen Starke said there was money leftover in the Cultural Arts budget and suggested the money be taken from there.

Treasurer's Report – Paul Pechacek

- Total income - \$5,204.92; Total expenses: \$1,713.43
- 3 unknown deposits of \$1,957.63; \$1700 of it is for Sally Foster.
- \$1,418.32 came from last year's Carnival. Can't use it this year. Can use it in next year's budget.

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Committee Reports

- PTA Newsletter Schedule for 2007-2008 was distributed. For more information contact Deb Sharkey at sharkey@verizon.net or 410-772-9499.
- Volunteers – Liz Beachum requested help for the Greeting Table during the Parent Teacher conferences.
- Science Fair – Maryann for Lisa Strutz – ESOL Science Fair Workshop has been changed to March 2; Regular Science Fair Workshop has been changed to March 3.
- Sally Foster – Paul Pechacek – There were 5 bounced checks totaling \$150.
- Dine Out Night – Cheryl vom Saal
 - Eggspectation Dine-Out on Oct 8 – Huge success, PLES made \$350, Eggspectation said it was the best turn out they ever had for a school fundraiser and wants us to do it again.
- Barnes & Noble Gift Wrap Fundraiser – Cheryl vom Saal
 - Date is Sat, Dec 13. We get a percentage of purchases bought that day by PLES families. B&N will provide wrapping paper and tape for gift wrapping of purchases from there.
 - There will be 2 hours of entertainment (teachers reading, student musicians playing, face painting, balloon animals). B&N will provide games and crafts. A prize punch card will be given to students to earn prizes. Need volunteers to man tables. Contact Cheryl if you want to volunteer or have any additional entertainment ideas.
- Book Fair – Cristen Jones
 - Important Dates
 - Nov 21 – Book Fair setup in Media Center
 - Nov 24 – Teacher Appreciation Breakfast
 - Nov 24 – 1:00-8:00 Book Fair
 - Nov 25 – 1:00-5:00 Book Fair
- Staff Appreciation – Maryann for Chris Kindbom
 - PTA will provide staff with dinner during Parent/Teacher Conference (Nov 24). Contact Chris if interested in sending money or donating foods.
- Secret Shop – Karen DeBlasio
 - Dec 12 from 3:30-5:00. Need volunteers.
- Flower Sales at Winter Concert – Polly Weber
 - Dec 18 - You can buy flowers for your musician at the Winter Concert. You can pre-order your flowers. Sales helps raise money for the PTA.

PLES Emergency Plan – Mrs. Stevens and Mrs. Akers

- Mrs. Stevens gave a very informative PowerPoint presentation on the PLES Emergency Plan.
- A yearly plan is created each year by all schools and submitted to the Central Office.
- The PLES Emergency Plan is 150 pages. It is a detailed plan of what to do in different possible scenarios, including weather situations like a tornado, inside situations like an intruder, outside situations, hazmat hazards. Staff is trained on the plan. Drills are practiced by students and staff.
- What parents can do if there is an emergency – check local radio and TV stations, check county/school web sites, check for eschoolnewsletter, don't call the school as it will jam the phone lines.
- Make sure you discuss early closing procedures with your child. Make sure the school has the latest health and emergency info for your child.
- For school closings and late openings – call 410-313-6666, visit hcpss.org, check for eschoolnewsletter, check local radio and TV stations.

Next meeting: December 3, 2008

Meeting Adjourned: 8:19pm