



## **PTA Meeting**

**Tuesday November 5, 2013**

In Attendance: Michele Tregoning, Lori Andrus, Macie Mogot, Lori Marshall, Shobha Rajan, Karina Hirschhorn, Spencer Delisle, Amy Hoffacker, Kristie Scott, Paula Martinez, Kerri Hennelly, Lauren Birrer, Pamela Cromwell, Badrinath Challa, Heather LaDuca, Romain Parsad, Gagan Chodhry, Jodi Wilbanks, Sidney Samuel-Atse.

### **7:00 pm Call to order, welcome, announcements, and President's Report – Michele Tregoning PTA President**

- Thanks to everyone for coming.
- Dr. LaVerne Kimball is here to give us some information on the Principal selection process for the new school.

### **7:05 – 7:50 pm Principal Selection Process for Clarksburg Village #1 School- Associate Superintendent: Dr. LaVerne Kimball**

- Dr. Kimball and Mr. Edmundson are here to get our input about the Principal selection process for the new school where students are going to be coming from Cedar Grove ES and Little Bennett ES.
- The goal is to have the best person for the job to create a positive learning environment.
- It is a multistep process where parents and staff are involved, Dr. Kimball and Mr. Edmundson have already met with staff and parents of Little Bennett and also staff of Cedar Grove ES.
- Montgomery County wants to have input from the community even though MCPS can just appoint anyone with qualification.
- MCPS has already declared a vacancy and an advertisement was posted and closed.
- MCPS would like to gather information about the required characteristics of the new Principal so that these can be used for the interview process.
- MCPS will have a panel represented by the demographics of the school to select the candidates for this position.
- Normally there are 3 candidates who will be brought forward for the interview process.
- There are a large number of people applying for this position, all sitting Principals, Assistant Principals and public are all eligible to apply.
- There will be a 30 minute interview on 11/22/13 which will be strictly confidential.
- Parents interested can apply to be on the panel but are required to sign a confidentiality agreement. Dr. Kimball asked the parents not to apply if they will

feel stressed if other parents/neighbors pressure them for information about the process.

- After the interview, the panel will provide input during the debriefing process.
- Two candidates will be brought back for a second meeting with Dr. Starr.
- New Principal officially begins on January 22<sup>nd</sup>.
- Informal meet and greets with parents and staff will be arranged before the official start date.
- If the new Principal is from another school, MCPS has a process for this transition in place.
- MCPS will find an office for the new Principal before January 22<sup>nd</sup> and there will be a phone number at that location and that number will be the new school's phone number.
- The new school web site will get started and communications will be open.
- Application for the administrative secretary will be posted. This will probably be the first position hired for the new school.
- Based on Dr. Starr's recommended option, approximately 300 students from Little Bennett and 140 students from Cedar Grove will move to the new school and so there will be a reduction in staff in both schools.
- Staff from existing schools can also apply to the new school but the principal will have the final decision.
- A school naming committee will be formed in February 2014 which will ask schools, HOA's, staff and parents for representatives to decide on the name for the new school. They will normally have 3 meetings. Anyone can be on the committee.
- MCPS wants everyone affected by this transition to get involved.
- PTA steering committee will be formed. Both PTA Presidents and the MCCPTA representative will have a role in getting the PTA board for the new school.
- All items needed for the school will be ordered by the principal.
- The new principal will meet with articulating schools and their PTAs in April 2014.
- Classes will start to develop and having familiar faces in classes will be considered.
- Cedar Grove is a late school. Transportation will decide if the new school is early or late.
- A survey form was then distributed and everyone present was asked to choose at least 5 characteristics that they would like to see in the new Principal.

### **7:50- 8pm Officers reports**

#### **President's report – Michele Tregoning.**

- The October meeting minutes were approved.

#### **Correspondence/Secretary's Report—Shobha Rajan**

- There has been no correspondence this month.

## **Treasurer's Report—Lori Marshall**

- We have put in lots of money from Membership and Book Fair.
- We have made \$1883.70 in the Book fair which is awesome -- in just 3 days.
- Wrote checks for Fall Picnic, ICB etc.
- Our budget is right on target.

## **8 - 8:10 pm Staff Liaison Report – Karina Hirschhorn**

- Wanted to know if we had a Yearbook Chairperson and also informed that Mrs.M&M was willing to assist this year. It is all digital and we also have a new photograph company this year, which will affect how the yearbook is produced.
- The Annual Science expo for grades 2-5 is coming up in January 23<sup>rd</sup>. It is an investigative science expo and not a demonstrative one. It is chaired by Dana Troupe, 5<sup>th</sup> grade teacher.
- We are looking for parents in the Science field or who just love Science to come and interview the young scientists who are exhibiting that evening to give them feedback. All exhibitors will receive a green ribbon for participation. If a parent is interested, please contact Ms. Troupe or Mrs. Hirschhorn.
- The applications will come home next week and the Expo Committee will analyze the question to see if it is appropriate. As always the committee is looking for volunteers to help set up or to interview the kids.
- KidsCo has once again agreed to provide shuttle service from the church to our school for the Science Expo.
- We have worked really hard to once again have a Computer lab. It is the room next to the media center and we also have our TV studio again.
- Now that we have our computer lab back we don't have to worry about setting up and breaking down the laptops for testing.
- We are also happy to announce that we finally have a Promethean board in every classroom.

## **8:10-8:20 pm Principal's Report – Spencer Delisle**

- All portables are up and running. The transition went pretty smoothly.
- Inview testing for 2<sup>nd</sup> graders to identify them for the Gifted and Talented program will be held from December 4<sup>th</sup>-17<sup>th</sup>.
- Rescreening letters went out today.

## **8:20-8:35 pm Committee Reports**

### **Membership – Lori Andrus**

All membership forms are in and number-wise we are doing well but dollar-wise we are lower than last year. We have already had two membership drives but we are going to have one more just by email and ConnectEd message. We need ideas to generate more dollars. The Student directory is almost ready and if anyone wants one then they need to be joining the PTA. We need to understand why parents are not willing to join the PTA.

- **Directory – Macie Mogot/Lori Marshall**  
The Student directory is ready and will be distributed to all PTA members soon. It looks great. Macie did an amazing job with all the advertisements. It is 64 pages and was supposed to cost us \$800 but thanks to one parent who offered to print it for us for just \$300, we saved \$500 there. All information in the directory is from the school system and if any information is wrong in it then it is wrong in the MCPS system. The directory can be used to send out playdates, birthday party invitations, etc. It will also be available as a searchable PDF online for the members.
- **Joe Corbi Fundraiser – Amy Hoffacker**  
We have done well in this fundraiser and our sales are up from last year. Have turned in the money to Lori. We seem to have broken the \$15,000 mark this year. Not sure of our profit yet. The delivery date is November 20<sup>th</sup> from 3:30 – 6:30 pm and we do need volunteers. We can give SSL hours but we need High School students. If the orders are not picked up they go to the food bank. We will be sending out reminders.
- **Variety Show**  
The Dress rehearsal is on November 13<sup>th</sup> and the Variety show is on 14<sup>th</sup> at Damascus High School. Application deadline has passed and people who have signed up have already received a confirmation email. Everyone is welcome to come and watch the show for free, but we have collected \$10 from the participants as registration fee to cover the cost of renting the space and equipment.
- **Bingo Night - Amy Hoffacker**  
Our Bingo night is on Dec 6<sup>th</sup> at Rocky Hill MS from 6:30 – 8pm. Last year we had a huge turnout and we are hoping the same this year. We are working on the donations for the raffles and prizes. We are asking for Celebrity Bingo callers from our staff. There was an idea if we could merge the Moms and Muffins and Dads and Donuts to the two Bingo nights as we will not be able to have them at school due to the parking issues. But it was not accepted. We could ask the chairpersons of those events for alternate ideas.

#### **8:35 – 8:45 pm Old Business/New Business**

- No old business.
- We have received a request from Lunch/Recess aides for \$40 to purchase incentives for the cafeteria. A motion was passed and approved to move \$100 to a new line item in the budget called Lunch Room incentive.
- Boundary Study Update – Dr. Starr has made a recommendation of Option 7 for the boundary study. Final decision will be made on November 18<sup>th</sup>.

**8:50 pm** Mrs. Tregoning adjourned the meeting.