



Diamond Elementary School
4 Marquis Drive, Gaithersburg, MD 20878
301-840-7177

PTA Meeting Minutes

Tuesday, October 6, 2009 at 7:00 PM

- Call to order
 - President's Report
1. 2009/2010 Annual Budget was approved w/ notation that Cultural Arts will be changed from \$4,000 to \$5,000 after results of annual fundraiser.
 2. Approved September's PTA Minutes with the following notations regarding Open Chair positions
 - Staff Appreciation - Carol Mayer agreed to chair.
 - C. Mayer is forming committee – looking for volunteers
 - Book Fair – Ellen Fitzgerald, Shannon Glerum and Gretchen Walters agreed to co-chair
 - International Night – Joyce Lynch found 1 or 2 people to take the lead. A meeting will take place Thursday, October 8, 2009 to get a plan of action.
 3. Annual Fundraiser - What are we raising our \$\$ for?
 - Classroom carpets for 1st, 2nd and Media Center – a total of 5 carpets. Idea was voted on and approved.
 4. Important note to chairs.
 - Any chair that has an event, project or program occurring the month previous, month of, or after the scheduled PTA meeting, if attending the meeting is not possible, please email a brief report to the PTA President prior to the meeting so that the subject can be reported to the PTA.
 - All PTA fliers must have the PTA Logo. If a PTA logo is needed, please contact the PTA President.
 - PTA fliers – when distributing, make sure the following receives one
 - All Diamond staff
 - Mrs. Grundy gets at least 10.
 - Place extras in carosel
 - Post one on PTA bulletin board located in front lobby.
 - Chairpersons should check mailbox at weekly
 5. Spirit Wear – Abbe Arnold and Lisa Ryan (Co-Chairs) – Sales are going well.
 - Spirit Wear Donations – PTA Executive Board agreed to pose the idea to put some of the Restaurant Night funds towards donating some spirit wear to families “in-need.” Idea was voted on and approved.

6. Membership update – Kim McWilliams and Sarah Lang (Co-Chairs)
 - Members – 180 (down from year end 2008/2009 306)
 - Membership fees collected - \$4,080.00 (up from year end 2008/2009 total \$2,808.00)
 7. Executive Board Reminders
 - President term is up in June 2010
 - VP of Fundraising term is up in June 2010
 8. Chairperson Reminders
 - In need of NW/QO Cluster Rep in June 2010
 - Please report any other changes to PTA President regarding any changes for the 2010/2011 school year.
- MCCPTA Delegates Report (Beth Kennington) (see attached)
 - Reported on October MCCPTA Delegates Report
 - Dues and Insurance – Diamond paid month local and national dues and insurance.
 - MCPS K-12 Mathematics Work Group – Needs parent feedback. Will send questions to Diamond families via yahoo group and fliers to receive feedback by the week of October 19th.
 - Community Forums – open meeting for parent to offer input
 - Proposed five resolutions – voted on resolutions and approved.
 - Wednesday, October 14, 2009 at 7PM – Meet the Candidates (County Council) sponsored by the citizens of West Riding.
 - NW Cluster Meeting scheduled for Wednesday, October 21, 2009 at Panera Bread in Germantown.
 - Creative Adventures (Amy Schwartz)
 - Would like to coordinate this after-school art program at Diamond.
 - 6 week course
 - Cost: \$110
 - Minimum of 15 students required/Maximum of 25 students
 - Mrs. Lange approved.
 - Amy Schwartz will coordinate with office for space availability.
 - Directory – Liz Thomas (Chair)
 - Worked on first draft of directory
 - Showed 2009/2010 Directory Front Cover
 - 5th Grade Picnic – Beth Kennington
 - Reported on School-related fund-raising tax issues.
 - QO Cluster Representative – Ron Weaver
 - Updated group on Johns Hopkins Farm (near Rio) – possible 60,000 residents.
 - QO Cluster Meeting – Monday, December 14, 2009 at Diamond Elementary. Diamond will be the “host.”

- Joint NW/QO meeting scheduled for Monday, November 9, 2009 at Lakelands Park.
- September Events
 1. Principal Coffee 9/03 – went well and very well attended
 2. Back to School Picnic (Sue Stoughton and Alyson Levine) 9/11
 - Despite weather and last minutes changes, it was well attended - approximately 352 attendees (120 families)
 - Sales from tickets \$1,940 – spent \$1,700 in food and supplies
 - Not much leftover in terms of food.
 3. Halloween Sale on the night of BTS Picnic (Joyce Lynch and Rhea Bowen) 9/11
 - Profited \$300
 4. Restaurant night (Lisa Ryan and Carole Valis) 9/15
 - California Tortilla on Tuesday, September 15, 2009
 - Profited \$243.98
 5. Giant A+ Bonus Bucks
 - Program begins in October 2009
 - 120 participants (up from last year 68 participants)
 6. Target Red Card
 - 26 participants
 7. Room Parent Meeting (Marlene Ponce and Alyson Levine Co-Chairs) 9/21
 - Mrs. Hase, Mrs. Ryan and Mrs. Burney still need Room Parents and Room helpers.
 8. Staff Appreciation (Carol Mayer – Chairperson)
 - Staff Appreciation Committee is currently forming.
 - Has two volunteers to co-chair.
 - An action planning meeting will be scheduled in the near future.
 - Next schedule Staff Appreciation event will be in November on the evening of parent-teacher conferences. Main dish will be pizza (which will be purchased) donations of salads & desserts will be requested from parent volunteers.
 - During Room Parent Meeting (9/21/09) several groups of volunteers representing different classes and grades generously volunteered to take over certain staff appreciation events. This month, the room parents in Mrs. Watkins' class purchased and donated new soap/lotions for staff restrooms.
 - September Staff Appreciation events – two dinners on the evening of back to school nights were very successful. Numerous food donations were received from parent volunteers – a total of 47 contributed to the two dinners! Thanks!!!
 - Volunteers are always welcome. Please contact Carol Mayer if anyone is interested in helping.
 9. Back to school nights 9/23 9/24 – went well.
 10. Cultural Arts – Wednesday, September 30 and Thursday, October 1st – the first cultural arts event went very well – students seemed to really like the storyteller.

- October Events
 1. Rita's (Lisa Ryan and Carol Valis Co-chairs) - Friday, October 2, 2009 from 1 – 5 PM (1st early release day) very well attended; no results as of meeting – waiting to hear from manager.
 2. Open House 10/12 – no support from PTA is needed.
 3. Restaurant Night at Giuseppe's (Lisa Ryan and Carole Valis Co-Chairs) Tuesday, October 20, 2009 from 5 – 9 PM. Fliers will be distributed in near future.
 4. Donuts for Dads (Patty Markey and Donna Lentz Co-Chairs) Thursday, October 22, 2009. Received a good list of volunteers. Planning is underway.
 5. Walk for the Homeless (Carmen Castro –Conroy) Friday, October 23, 2009 during school hours – no report made.
 6. Movie Night (Amy Pomerink and Sandee Taggart) 10/23 – no report made.
- November Events
 1. Scholastic Book Fair (Ellen Fitzgerald, Shannon Glerum and Gretched Walters Co-Chairs) Week of 11/09 – need to confirm dates. Looking into selling Hello, Finn! during fair.
 2. PTA Meeting Tuesday, November 3, 2009 at 7PM and Principal Coffee 6:30 PM in the staff lounge.
 3. Restaurant Night (Lisa Ryan and Carole Valis Co-Chairs) Panera Bread in the Kentlands - Wednesday, November 9, 2009 from 6-9pm.
- Principal reports – Carol Lange, Diamond's Principal
 - Enrollment 528
 - Beginning of school year is off to a strong start. Beginning of year assessments have been taken and students are adjusting.
 - Accelerated Reader (AR) is also taking off. Students are taking tests in classrooms and before school computer lab workshops have started.
 - Flu Mist vaccine update – CDC has instructed MCPS to stop giving vaccine.
 - Activity bus starts soon – possibly this Thursday, October 8, 2009.
- Announcements
 - Hand sanitizers, antibacterial wipes, tissues donations are always needed. Thanks to all that have already donated items.
 - Mrs. Moraca stopped by meeting and thanked the PTA for all of the help!
 - Please remember to copy all PTA related items on blue paper and log items on the PTA Copying Log located near the copy machine.
- Adjournment

Attendees: Abbe Arnold, Carole Valis, Liz Thomas, Ron Weaver, Amy Schwartz, Sue Stoughton, Patty Markey, Carol R. Lange, Joyce Lynch, and Beth Kennington.

Minutes submitted by C. Valis on 10/7/09