

**DIAMOND ELEMENTARY SCHOOL
4 MARQUIS DRIVE, GAITHERSBURG, MD
301-840-7177**

**PTA MEETING
MINUTES
TUESDAY, SEPT. 1, 2009 AT 7:00 PM**

- **CALL TO ORDER**
- INTRODUCTIONS WERE DONE AROUND THE TABLE (SEE ATTACHED FOR ATTENDEE LIST)
- **PRESIDENT REPORT** – THE PRESIDENT INTRODUCED THE 2009-2010 EXECUTIVE BOARD

PRESIDENT - ABBE ARNOLD

TREASURER – YONG LEE

SECRETARY - JENNIFER GOLDER

VP COMMUNITY – JOYCE LYNCH

VP FUNDRAISING – CAROLE VALIS

- **CHAIRS STILL OPEN – 3 CHAIRS STILL OPEN - STAFF APPRECIATION, BOOK FAIR, INTERNATIONAL NIGHT.**
 - EACH ACTIVITY AND CHAIR RESPONSIBILITIES WERE DISCUSSED.
 - SHANNON GLERUM, AN ATTENDEE, EXPRESSED INTEREST IN SUPPORTING THE BOOK FAIR.
 - THE PRESIDENT PRESENTED A NEW IDEA OF CONJOINING STAFF APPRECIATION WITH ROOM PARENT RESPONSIBILITIES. UPPER CLASSROOMS AND LOWER CLASSROOMS CAN BE PARTNERED AND ASSIGNED A MONTH TO OVERSEE AND COORDINATE STAFF APPRECIATION. THE IDEA WILL BE PRESENTED AT THE ROOM PARENT MEETING ON SEPTEMBER 21, 2009.
- **BUDGET 2009-2010 – THE DRAFT BUDGET WAS REVIEWED. INCREASES/DECREASES TO SPECIFIC LINE ITEMS WAS DISCUSSED.**
 - PRINCIPAL LANGE REQUESTED AN INCREASE OF \$250 TO THE PRINCIPAL'S FUND TO SUPPORT LUNCH FEE REIMBURSEMENT DEFICITS AND FIELD TRIPS. A VOTE WAS TAKEN AND IT WAS SUPPORTED UNANIMOUSLY.
 - BINGO NIGHT WAS DISCUSSED. BINGO (AS A FUND RAISER) MAY BE CONSIDERED GAMBLING AND MAY NOT BE ALLOWED IN THE COUNTY.

THE TREASURER WILL INVESTIGATE. IF PTA MAY NOT CHARGE FOR BINGO CARDS, PTA MAY DECIDE TO ASK FOR DONATIONS INSTEAD OR CONSIDER IT AN EVENT.

- THE LAPTOP/PRINTER EXPENSE CAN BE REDUCED FROM \$1,500 TO \$1,000. THE GOLDRER FAMILY DONATED A COLOR PRINTER/COPIER, SCANNER.
- **LETTER TO THE CHAIRS** – THE PRESIDENT REMINDED CHAIRS TO REVIEW THE LETTER SENT IN THE EMAIL.
- **GREEN FUNDRAISER- CAROL MAYER, CHAIRPERSON, DISCUSSED THE FUNDRAISER.**
 - PROPOSED COST TO PARENTS DISCUSSED FOR INFORMATION
 - DISCUSSED TYPES OF THINGS THAT THE FUNDRAISER WOULD BE RAISING MONEY FOR.
 - THE PRESIDENT MENTIONED THE TEACHER WISH LISTS COLLECTED AT THE END OF THE 08-09 SCHOOL YEAR: NEW WHITE BOARDS WERE THE PRODOMINANT ITEM. PRINCIPAL LANGE MENTIONED TECH-MOD ITEMS SUCH AS A FEW LAPTOPS.
- **PTA MEMBERSHIP DUES** – THEY WILL BE RAISED FOR THE FIRST TIME IN ALMOST 10 YEARS.
- **LUNCH FEE REINBURSMENT** – SEE ABOVE UNDER BUDGET 2009/2010
- **SPIRIT WEAR** – THE PRESIDENT REPORTED THAT SALES HAVE BEEN GOING WELL SO FAR. MANY ITEMS WERE SOLD AT THE KINDERGARTEN PARENT MEETING AND THE SNEAK PEEK. A SECOND ORDER HAS BEEN PLACED. SPIRIT WEAR WILL BE ON SALE DURING THE BACK TO SCHOOL PICNIC AND BACK TO SCHOOL NIGHT.
- **INTERNATIONAL NIGHT** – JOYCE LYNCH DISCUSSED. LOOKING FOR A CHAIR AND CO-CHAIR. KEN MASANGO, AN ATTENDEE, EXPRESSED INTERESTED IN SUPPORTING INTERNATIONAL NIGHT.
- **TEACHER COUPONS** – TEACHERS EACH RECEIVED \$100 COUPONS FOR REIMBURSEMENT OF ROOM SUPPLIES. THE TREASURER NOTED THAT REIMBURSEMENT CHECKS CANNOT BE CUT UNTIL THE FINAL BUDGET IS PASSED (OCTOBER 2009 MEETING). PRINCIPAL LANGE WILL LET TEACHERS KNOW THAT REIMBURSEMENT CHECKS WILL BE PROVIDED AFTER THE OCTOBER MEETING TO TEACHERS WHO SUBMIT RECEIPTS.
- **AUDIT – YONG LEE**
 - REBECCA DREGOWITZ AND HEYRAN LEE HAVE VOLUNTEERED TO CONDUCT THE ANNUAL AUDIT OF THE PTA BOOKS.

***SEPTEMBER EVENTS**

- **PRINCIPAL COFFEE 9/03** – SCHEDULED FOR 9AM
- **BACK TO SCHOOL PICNIC / KICKBALL GAME 9/11** – ABOUT 9 OR 10 PARENTS HAVE VOLUNTEERED FOR THE KICKBALL GAME. IT WILL START AT 4:45PM
- **HALLOWEEN SALE 9/11** – COSTUMES WILL BE ON SALE DURING THE BACK TO SCHOOL PICNIC. PRICES WILL BE AROUND \$5, \$6, AND \$7 DOLLARS

- **ROOM PARENT MEETING** – THE MEETING IS SCHEDULED FOR SEPTEMBER 21ST (NOT THE 14TH).
- **RESTAURANT NIGHT- CALIFORNIA TORTILLA 9/15** –FIRST RESTAURANT NIGHT OF THE SEASON – ALL OF THEM THROUGHOUT THE YEAR WILL BE LINKED TO “INTERNATIONAL NIGHT”
- **VOLUNTEER PROGRAM** – KATE GRUNDY IS THE COORDINATOR. LISTS WILL BE AVAILABLE ON BACK TO SCHOOL NIGHT.
- **BACK TO SCHOOL NIGHT (K-1) 9/23 – (3RD -5TH) 9/24** – TWO ARE SCHEDULED THIS YEAR DUE TO ENROLLMENT.

*** OCTOBER EVENTS – TOUCHED ON UPCOMING EVENTS**

- **PTA MEETING 10/6**
- **OPEN HOUSE 10/12**
- **RESTAURANT NIGHT – GIUSEPPI’S 10/20**
- **DONUTS FOR DADS 10/22** – VOLUNTEERS NEEDED TO SUPPORT THIS EVENT. THE CHAIR IS CONSIDER CHANGING TO A MORE HEALTH CONSCIOUS FOOD – IDEAS ARE WELCOME.
- **WALK FOR THE HOMELESS 10/23**
- **MOVIE NIGHT 10/23**

***PRINCIPAL REPORT**

- PRINCIPAL LANGE DISCUSSED A NUMBER OF ACTIVITIES:
 - THE COUNTY WAS GENEROUS IN STAFFING TO SUPPORT DIAMOND’S INCREASED ENROLLMENT. ENROLLMENT IS CURRENTLY AT 520.
 - DIAMOND IS LOOKING TO CONTINUE THE OUTSTANDING PERFORMANCE ON THE MSA.
 - DIAMOND RECEIVED THE OVERALL SCIENCE MSA SCORES AND DID VERY WELL.
 - THERE IS AN INCREASED FOCUS ON PREPARING FOR THE H1N1 FLU. THE SCHOOL IS BEING PROACTIVE – TRAINING STUDENTS.
 - SEPTEMBER 25TH – FREE FLU MIST IMMUNIZATIONS AT THE SCHOOL WILL BE GIVEN. MORE INFORMATION WILL FOLLOW TO PARENTS.
 - THE POLICY ON INDIVIDUAL WATER BOTTLES WAS DISCUSSED. CHILDREN MAY BRING THEIR OWN BOTTLES TO SCHOOL TO AVOID USING WATER FOUNTAINS.
 - CHILD MUST BE TEMPERATURE FREE FOR 24 HOURS BEFORE RETURNING TO SCHOOL (THIS IS A CHANGE FROM LAST SCHOOL YEAR – OF 7 DAYS IF SICK WITH FLU LIKE SYMPTOMS).
 - THE THURSDAY ACTIVITY BUS WILL START UP IN OCTOBER. THE BUS WILL MAKE STOPS IN CENTRAL LOCATIONS IN ALL OF DIAMOND

NEIGHBORHOODS. THE BUS ALLOWS CHILDREN TO STAY LATE AT SCHOOL FOR EXTRACURRICULAR ACTIVITIES.

- THE FIRST DAY OF SCHOOL WENT WELL- THERE WERE NO ISSUES WITH THE BUSES – IT WAS NOTED BY A PARENT THAT THE GREEN BUS MAY BE OVERCROWDED AS AT LEAST ONE CHILD HAD TO STAND DURING THE RIDE.
- ACCELERATED READER PROGRAM WAS DISCUSSED.
 - THE SCHOOL IS CONSIDERING MORNING SESSIONS (BEFORE SCHOOL BETWEEN 9 AND 9:15) FOR CHILDREN TO TAKE THE TESTS.
 - CAROL VALIS VOLUNTEERED TO COORDINATE EARLY MORNING AR SESSIONS.
- COPIER MAINTENANCE PROGRAM HAS CHANGED. CONTRACTORS ARE NO LONGER USED – COUNTY EMPLOYEES MAINTAIN AND SERVICE COPIERS. THERE COULD BE DELAYS. PARENTS WERE ASKED TO KEEP REAMS OF PAPER IN THE BOXES TO REDUCE MOISTURE WHICH CAN CAUSE JAMS IN THE COPIERS.

***ANNOUNCEMENTS**

WHEN MAKING COPIES FOR PTA ONLY USE BLUE PAPER

PTA LOGO NEEDS TO BE ON ALL HANDOUTS

CHAIRPERSONS SHOULD CHECK MAILBOX AT LEAST ONCE A WEEK

***OTHER**

- STACI DADDONA DISCUSSED “CLUB INVENTION”. IT IS SPONSORED BY THE NATIONAL INVENTORS HALL OF FAME FOR SCIENCE, MATH, ART, AND HISTORY. THE PROGRAM PROVIDES CURRICULUM, INSTRUCTOR COMPENSATION, MATERIALS, ADMIN SUPPORT. A MIN OF 12 STUDENTS AT \$59 A CHILD – TOTAL OF 22 KIDS. STACI WILL INVESTIGATE IF A TEACHER IS WILLING TO INSTRUCT. STACI WOULD VOLUNTEER AS COORDINATOR.
- BETH KENNINGTON – COUNTY DELEGATE – DISCUSSED THE DELEGATES REPORT FROM SEPTEMBER 2009.
- NEXT PTA MEETING IS OCTOBER 6 – THE BUDGET WILL BE VOTED ON AT THAT MEETING.

ADJOURNMENT

Attendees

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