



BUSINESS MEETING MINUTES

Mills Park Middle School PTSA

Student Services Conference Room

Date | time 10/9/2015 9:33 AM | *Meeting called to order by* Daphne Stam

In Attendance

Daphne Stam, Cheryl Cleaton, Kim McKnight, Carla Kent, Christine Hanson, Jennifer Willis, Sandy Hankinson, Robin Lundin, Elizabeth Vaughan, Joanna Hayes, Amy Hale, Carisa Eliason, Paulette Bekolo, Pin Pin Jong, Sarah Carson, Mr. Smith

Introduction

Meeting called to order by Daphne Stam. Introductions were made around the room. Quorum was met.

Principal's Report

Mr. Smith stated since the teachers & staff reached 100% PTSA membership, they are allowed to wear jeans on Fridays. Everyone is excited and loves wearing jeans! During the push for 100% the focus was on being a team and supporting the PTSA. There were conversations about the importance and benefits of joining.

School is running smoothly. Making 1st period a core class for all is making the mornings more productive. Carpool is getting better. Tardy students must come by the office to get a slip if they want to be counted present for the day because attendance records are gathered in first period. Club Fair went well. CCM2 will be taking the PSAT next week.

Mr. Smith discussed the changes in the School Board assignment plan and the impact it could have on MPMS. He told his staff to let the community handle it. He said there is a misconception that if the total school enrollment decreases, student to teacher ratios will also decrease. This is not the case. If MPMS decreases by 300 students, it will lose 12 core teachers and possibly 3 elective teachers. Class ratios will remain the same. Some effected by the reassignment will be grandfathered in, so it's difficult to tell what the impact will be right now. In March we will have a better idea of what our enrollment number will look like for next year.

He looked at the 8th grade t-shirt designs. There was a question about the number of students in CCM classes. Mr. Smith discussed tradeoffs, expectations and the complexity that goes into deciding class size.

Treasurer's Report

The budget was distributed by Christine Hanson. The bank statements are reconciled and everything looks good. She discussed how we are in good standings with Wake County even though it says we're not on the website. There is a timing issue since they changed the form. Since most schools don't do their taxes until November, most schools are listed as not in good standings at this moment. Everyone is aware of this new situation, so there is no reason for concern.

- **Membership:** Report submitted by Robin Lundin prior to meeting: I picked up 2 more memberships today, so our total stands at ...

921 members (92.1% of budget)
\$17,321 dues collected (91.16%)
- NCPTA portion = \$3,684
- MPMS portion = \$5,526
- Add'l contributions = \$8,111

Bottom line ... Of the \$15,000 of dues we budgeted to keep (MPMS portion + Add'l contributions), we have collected \$13,637, leaving us \$1,363 short. I think we should consider an all-call from Mr. Smith reminding parents that it is not too late to join the PTSA (and letting them know we had 100% staff participation) - just my thought. I will bring the check request for the 10/15 dues submission to NCPTA to the meeting tomorrow.

It was discussed during the meeting that the blankets will be in next week for gold & platinum members.

- **Copy Room:** Report submitted by Kim McKnight prior to meeting: The copy room is running smoothly with six volunteers working approximately three hours a day. The machines have been working properly for the past couple of weeks, making the process easier. In asking about the future of the copy room, it was stated that this year the school did not have the numbers to add an additional office employee. The administration is hopeful that they will be able to hire someone next year. In the meantime, does this just stay as a floating committee under PTSA? Should it be added to a category, like Programs.
- **Ways and Means:** Report submitted by Jennifer Willis prior to meeting: We raised nearly \$200 (\$149.82 from food and \$50 from spirit wheel) at the 9/16/15 Spirit Night at Chick Fil A. Am working on other restaurant night opportunities for second quarter. (Nov-Jan).
- **Spiritwear:** Carisa Eliason stated that the Spiritwear will be delivered next week. She needs volunteers to help organize and disperse. Carla Kent will send the list of general volunteers to Carisa.
- **8th Grade Events:** Elizabeth Vaughan discussed that 50% of all 8th graders have paid the \$35 fee. T-shirt designs were reduced to a smaller pool that the children will vote on. It costs too much to have a pocket, but we can afford to do a small picture on the front where the pocket would be. A full picture will be printed on the back.
- **Club Fair:** Amy Hale discussed while the Club Fair was a success, she did have some frustrations. Since the front office gave her such a late date, many of the clubs had already started. Since we do not chose the date, and with many of the clubs not represented, the question came up "Is this really a PTSA event?" It was discussed that maybe the fair should be held during school at Leopard Time or at Open House. It's time consuming and it looks unorganized when the front office and PTSA are not in sync. We need to address this in the spring and have a better plan going into next year.

- **Communications:** Report submitted by Carla Kent prior to meeting: Facebook is up and running and so far no issues. Hopefully we can use it to keep people updated between newsletters. About 40 people have signed up for the "general volunteer list". I can share that with your Google Drives so you will have access to that whenever you need it. Also, some email servers have made some changes in the way they determine spam messages, so make sure to check your spam folders and/or your "bulk mail" folders if you are missing the newsletter.
- **Technology Committee:** Report submitted by Lisa Burke prior to meeting: Met with Mindy Tomasevich and Melanie Farrell (MPMS's Instructional Technology Facilitator) and asked them about BYOD (ie, which devices teachers prefer students bring to school) and the status of technology bond money from the County.
 - teachers are getting all new laptops, which arrived on 9/3. (MPMS was the second to last school to get them in the entire county. DDMS was the third to last.) :(
 - old teacher laptops will be put on laptops carts for the teachers to check out for their classes (some will be used to replace 30 much older laptops that are sitting on a laptop cart that teachers don't even check out anymore because they are so old and broken, etc.)
 - WCPSS is still talking about which devices to get for the kids. They had ruled out Chromebooks because there was an additional management software (ie, Cloud mgmt/security mgmt) that would need to be purchased if they went with these, so now they are thinking laptops again because they will work with the networks and security mgmt software they already have in place. But they haven't ruled out Chromebooks. They are also looking at iPads for the lower/younger elementary grade levels. They will be discussing this fall, with training to begin in February '16. Roll out will more than likely be in '16-'17 school year county wide.
 - as for BYOD: I asked them about what type of technology teachers prefer students to bring to school. Melanie said that although teachers would prefer that students bring laptops to school, they are finding that most kids are bringing iOS devices, including iPhones, iPads, and mini iPads. As a result, teachers are basically adjusting their lessons to use these types of devices. Melanie said that families should purchase whatever they feel comfortable purchasing and that the device should be compact enough for a student to carry with him/her around all day at school (ie, she said don't buy a huge laptop with a huge screen).

Finally, I did ask them to think about how the PTSA could help with any technology needs they might have. They couldn't think of anything off the top of their heads, but said they would discuss it and let us know. I also asked them to remind teachers about the instructional and teacher enrichment grants we offer (perhaps contributing to the large number of grants we recently received???).

NOTE: Robin Lundin suggested that perhaps MPMS could put out some info about BYOD recommendations in the coming weeks ahead of the "BYOD Expectations and MPMS Agreement (January 2016)" that is shown on the parent page of the MPMS website in order to give parents some guidance if they are looking to purchase devices for Christmas. I will take this up with the Tech Committee.

Mindy asked me to be the parent rep on the Media and Technology Advisory Committee (MTAC) again, and I graciously accepted. They said the next meeting should be in October/November.

Daphne Stam reminded everyone that not all of the PTSA emails (president, secretary, etc.) are being used. We need to get rid of those not being used. The PTSA "everyone" email address can be used for mass communication. It has all the PTSA emails plus a few core volunteer emails as well.

Instructional Grant Proposals:

The grant requests so far has almost maxed out our budget for the entire year. There were a lot of Apple TV requests. Melanie Farrell sent a list of recommended accessories for the Apple TV with Amazon's pricing, which seems to be the cheapest option. We based our decision on these recommendations. Discussion arose if we should do a fundraiser so every teacher in the entire school can receive an Apple TV. It was determined that not all teachers are comfortable using this technology, so it may be a loss to purchase them for the entire school. We approved some Apple TV requests last year. We need to make sure that the teachers know that these belong to the school and are not for them to take when they leave MPMS.

1. Grants requesting an Apple TV and varying accessories: Argese, Axberg, Blanchard, Barber, Gilkey, Lucas, Brooks, Snell, and Webb. Grants vary in price and accessories. Robin Lundin motioned to approve up to \$80 for an Apple TV, up to \$15 for the adapter, and up to \$30 for the Doceri Software for the grants presented today. Kim McKnight seconded the motion. None opposed. Grants approved with monetary stipulations.
2. Kleimeyer, 8th grade teacher, requesting 2 refurbished iPads (\$270ea.) because she has 8 groups and only 6 iPads in the classroom. Kim McKnight motioned to table this request until after Mills Madness, which was seconded by Elizabeth Vaughan. None opposed. Motion approved.
3. Knox, 8th grade teacher, requesting iPad cover. Cost \$42.69. Since the school provides a cover for issued iPads, Amy Hale motioned to deny, which was seconded by Jennifer Willis. No one opposed. Grant denied.
4. Salmon, 6th grade teacher, requesting vocabulary-based academic games for supplemental enrichment. Cost is \$66.50. Kim McKnight motioned to approve, which was seconded by Paulette Bekolo. None opposed. Grant approved.
5. Lucas, 7th grade teacher, requesting \$250 of \$900 needed to renew 2 Gizmos Teacher Plus subscriptions. Original subscription was approved last year. MPMS will cover the remaining balance; this effects the entire 6th grade. Cost \$250. Paulette Bekolo motioned to approve, which was seconded by Carla Kent. None opposed. Grant approved.

Teacher Enrichment Grant Proposals:

1. McCaslin, 6th grade teacher, requesting registration fee for Bridging the Gap STEM Education Conference. Cost is \$136.44.
2. Brooks, 6th grade teacher, requesting registration fee for National Council of Teachers of English Conference. Cost is \$250.00.

Sandy Hankinson made a motion to approve both teacher enrichment grant proposals, which was seconded by Kim McKnight. None opposed. Both grants were approved.

School Improvement Team & Leadership Representation: *Report submitted by Kim McKnight prior to meeting: I went to the School Improvement meeting yesterday. It seems that they are setting it up differently this year. Here is a synopsis...*

- *The MPMS School Improvement Team is in the process of re-writing the School Improvement plan for next school year. They are currently finishing up a plan that stretches from 2014-2016 and are well on the way to meeting the main goal and key processes. To create this new plan, a new team is in place that has been divided into sub-groups based on strengths of those members to dive deeper into specific areas that the plan will focus on. The PTSA representative has been assigned to the sub-group Perspective, which relates to how parents, students and teachers feel about the school. The representative will meet with the other two teachers on this sub-group in additional meetings to identify areas in which the school could use improvement, then report this information to the co-chairs of the School Improvement Team and then to the entire team later in the year. These meetings are not set meetings, but determined by the sub-group committee as well as the co-chairs of the School Improvement Team.*
- *The entire school improvement plan for 2014-2016 is on the MPMS website under the About MPMS tab. Other related information is there as well.*
- *In going as the PTSA representative yesterday, I sat with the sub-group, Mr. Gano and Mrs. Carroll. They have asked me to continue with them since I was at the first meeting. I explained my potential conflict with the time, but they are willing to work around that. Please let me know what you want to do. This committee is getting moving quickly as the initial data is due to the co-chairs by mid-November.*

Kim McKnight discussed during the meeting that a main focus is bringing test scores up, especially those at the lower performance levels. There is all new leadership on the team this year and the PTSA is on the perspective committee. It's a complex web of groups and sub-groups, but eventually all items discussed will move across committees, and the information will be used for the teachers' personal plans.

No one attended the Leadership meeting. Carla Kent offered to post the position on our website and in the newsletter. Although it is important to try to recruit new volunteers like for the School Improvement Team, Sandy Hankinson pointed out that the Leadership Representative position lent itself to a more seasoned volunteer. A new person may not fulfill this particular role effectively. When asked, Sandy agreed to be our Leadership Representative. We discussed how to get new people involved and the need for a transition plan once key volunteers move on.

Meeting adjourned at 11:21am