

Robert Frost Middle School PTSA Meeting

Minutes: December 13, 2011

1. Review and approval of minutes from November PTSA meeting. Deborah Altman made a motion to approve the minutes. The motion was seconded by Dana Silverman. The motion (voice vote) carried.
2. Spiritwear (Dana Silverman)
 - a. There were several questions about the Spiritwear program at the November meeting. Karen said that individuals had come to her with additional questions especially after an ad was sent to members and the pricing on the ad was lower than what we were charging. After the November meeting, Dana was asked to help with Spiritwear inventory and organization because Susan is very busy in November and December.
 - b. Dana indicated that Susan Schreck's inventory records were organized and easy to follow.
 - c. We have sold 300 items for a total of more than \$7000. However, we ordered 484 items. Thus, the PTSA paid for 184 items that have not yet been sold.
 - d. In order to break even and pay the required sales tax, we need to earn \$527.05 more from Spiritwear sales. If we charge the current prices for items, we will bring in approximately \$3000.
 - e. Last school year we paid \$11,800 to the Spiritwear vendor and made \$10,400, for a net loss of \$1375. However, state sales taxes were not paid last year. The approximate amount of taxes owed for last year is \$600. MD PTA has been contacted for advice regarding the taxes for last year.
 - f. A better approach to control costs of the program in the future- take orders from individuals instead of buying bulk Spiritwear (holding membership money in inventory) and then selling it.
 - g. Current inventory- we will look for opportunities to sell the items at upcoming events. Frost email messages will indicate the Spiritwear is available for holiday gifts. We will continue to sell the items for the original planned prices. We will avoid selling inventory directly to students during the school day (at lunches).
 - h. **MOTION: We will not order more Spiritwear until the current inventory is sold (Dana Silverman, second by Eileen Foster). The motion carried.**
 - i. It was noted that the current budget includes more expense for Spiritwear than revenue from Spiritwear. **MOTION: Amend the budget to include \$10,500 revenue and \$10,500 expenses for Spiritwear (Dana Silverman, second by Eileen Foster). The motion carried.**
 - j. There is one unpaid invoice (\$142) for the vendor. The invoice is for shirts that individual teachers ordered. Each teacher is paying for their shirt/s. Karen Snyder will follow-up with Susan Schreck and Dana Silverman to determine who will take charge of the current inventory.

3. Principal's Report

a. Simulated Congressional Hearing.

- i. Dr. Jones met with the three 8th grade Social Studies teachers regarding the simulated congressional hearing, which has been an annual event for 8th graders for more than 10 years. The teachers are concerned that there is not enough time in the school day to prepare for the hearing. There is less time than in the past because of increased accountability related to the new curriculum. Students use time in Social Studies classes and English classes to prepare for the hearing. Both the SS and English curriculum now have increased accountability. Dr. Jones met with the SS teachers a second time. The conclusion- the school cannot implement the simulated congressional hearing.
- ii. Question: Can the students prepare for the hearing during SOAR? Answer: No, because SOAR is only 19 minutes. Also, students have other items to take care of during SOAR.
- iii. Question: Can the program come back next year? Answer: No, because the current problem regarding time will not go away.
- iv. Question: Can students prepare for the hearing after school? Answer: If students only prepare for the hearing after school, it will have to be an optional program. If it is optional, the caliber of the program will be diminished.
- v. Karen asked Dr. Jones how he would communicate this change to the parents and he said he will let them know after the winter break.

b. Frost recently hosted 21 principals from Shanghai

c. Invitation to White House, because Mrs. Varghese was one of the recognized National Board Certified teachers. 16 students and some staff were included in the visit. In addition to the recognition ceremony, the students attended a Department of Education sponsored student round table.

4. Budget Report (Cathryn Chang)

- a. The current cash balance is \$21,054.
- b. In November, revenue was \$2008.52 (majority from PTA dues and Spiritwear) and expenses were \$5145.63 (majority to MD and MCCPTA dues and Spiritwear).

5. Discussion of Budget/Funding Requests

- a. Trout in the classroom (Mr. Ackley)- 6th grade science. The cost is \$200. This item can be funded from school support line item.
- b. Ms. Privetera, Art Teacher, requested funds for frames for student art. We need more information about the cost before we can determine whether to fund.
- c. Dr. Jones requested \$3500, which will be matched by \$3500 from the school, to purchase a Promethean board. There is one science class that does not have a

Promethean board. (We will first attempt to collect donations and we can use funds earned from the remaining Spiritwear sales)

- d. Mr. Childs requested T-shirts and gift cards to use as GeoBee prizes. The T-shirts are already in the budget. We have gift cards that we can donate. Thus, no additional funds are needed.
 - e. Benches and tables for the outdoor multipurpose room. It is proposed that we purchase park quality sets that seat about 8 students each. The sets cost \$700 to \$800 each. The concrete area for 3-4 sets is available now (MCPS still needs to inspect and approve the overall project). We have \$3776 in the budget for 40th celebration, which includes the outdoor multipurpose room. If we spend \$2100 on the tables and benches now, there will be \$1600 for the party (should be enough). Several questions were raised during this discussion. In response to the questions, Dr. Jones indicated that (1) several classes do face the courtyard, but they have blinds that can be closed; (2) we are still working on wheel chair accessibility (currently available for upper level, but a ramp is needed for the lower level).
 - f. Cathryn Chang- PTSA needs a tax accountant to help with some PTSA tax filings. It will cost \$500 to \$1000.
 - g. Art program- a parent is interested in helping with an art program at school. However, we need more information regarding the timing (day or after school) and specific topic before we can determine whether to fund the program.
6. Book Fair Report (Karen Snyder for Debbie Copeland)- Preparation for book fair is going well.
 7. Wootton Cluster Report- **Nancy DePrey, Cluster Representative**
 - a. The report from the Nov 28 meeting with state legislators is available on the PTSA website.
 - b. The cluster will provide more information about a letter writing campaign for the state and county.
 8. Old Business- None
 9. New Business- None

Submitted by- Kellie Schoolar Reynolds, PTSA Secretary