**Westbrook PTA Meeting Minutes**

**Tuesday, April 9, 2019**

1. Welcome

* Call to order: 8:12pm

1. Approval of March minutes

* Motion, approved.

3. Co-Treasurers’ Report

* We’ve had a handful of events since the last meeting.
* Multicultural & International Night made about 4x what we anticipated for fundraising. We thought we’d make $800, but we made $3300.
* The other events broke even.
* We’re entering spending season. We have cash in our reserves that we’re ready to spend. We have about $80K in our reserves that we’ll be ready to spend.

4. Budget Recommendation Outline

* We are basically custodians for long-standing traditions. What we will reflect in our draft budget is what we learned this year and tweak as necessary.
* Carnival is always a wildcard – if it’s rained out, we lose money. If it’s a whopping success, it doesn’t make a ton of money. Overall, it’s a wonderful community event.
* The budget recommendation will look very familiar. If anyone has any feedback at any point, contact the PTA board directly.
* Next year, we have a projection of 62 incoming K children, and 50ish students graduating from 5th grade. Other grade sizes are generally the same.

5. Co-Presidents’ Report

* Carnival Updates
  + The co-chairs remind us that the t-shirt deadline is before Spring Break.
  + Planning is moving along. They’re trying to fill a few roles still.
  + The big Sign Up Genius for the day-of volunteers will be posted after Spring Break.
  + Many of the volunteers are K parents, so they’ve never attended as a school parent, but as a community parent. So we’d really appreciate to have veteran parents involved and volunteering.
* Formation of Nominating Committee
  + We are trying to get ready for next year’s PTA Exec Board recruitment.
  + Mike and Taryn will talk to current committee chairs to gauge their interest for next year too.
  + If anyone wants to participate on Nominating Committee, please volunteer. We want representation from diverse grades.
* Thank Yous
  + Lynn Forsyth & Mariella Schattiger – Multicultural and International Night
  + Jessica Deighton – Grounds Cleanup
  + Jessica Deighton & Caroline Smith – Staff Appreciation Potluck Lunch & Building Services and Support Staff Dinner
  + Helene Krasnoff – Ledo Pizza Night & McDonald’s Night
  + Allison Zabransky – Skate Night
  + Jen Cannistra – March PTA Meeting notes
  + Sasha de Lange – Trash Free Lunch

6. Principal’s Update: Karen Cox

* No classroom updates today but check the website for specific classrooms. They post emails for each class.
* We are in the middle of staffing season. Some things have changed, and you’ll get a full presentation in June.
* Working with MCDOT and MCPS DOT regarding grounds – there’ll be signage changes over spring break that Mrs. Cox will communicate. There will be no changes to policies or protocols, just the signage. At the end of Allan Terrace where busses come through, there’s a no parking sign, and MoCo thinks it’ll be good to change it to a “no stopping” sign to clarify and help enforce. More signs across the street will be added and clarified. Guard rail by Allan Terrace and Baltimore will be pushed back in and create more of a curved sidewalk to help keep kids from walking in the street. Sidewalks are not the school’s domain. One of the crosswalks was a temporary one, and it’ll stay. It’s not currently ADA compliant and it will be made compliant at some point.
* We’ve been gifted bike and scooter racks to help lock those up outside. We’ll pour concrete near the current bike rack to install more racks in addition to what we have. That’ll hopefully happen over spring break.
* Staff is looking at 3rd marking period data and evidence of learning. We’re looking at a growth mindset.
* Question: Is there anything being done to address size of current 2nd grade/rising 3rd grade?
  + Mrs. Cox: We did receive allocation for a third 3rd grade teacher for next school year, as of now, and we’ve hired someone for that position already who is a seasoned 3rd grade teacher. Right now, our 3rd grade team is well seasoned.
  + Allocations for other grades are up in the air. We’ll get more of an update in June.
* Question: PARCC testing for 4th grade starts after recess. Why not do it earlier when children are fresher?
  + We have a certain time window that testing needs to happen. Testing happens morning and afternoon. There are multiple days for each of the tests, plus time for make ups and small groups for accommodations. We have staffing factors that go into scheduling. She talked to Molly Woods with SGA, and will encourage parents to write encouraging notes that will be delivered to children right before testing – staff will write notes for any children who don’t otherwise receive one. We have implemented mindfulness at the end of lunch periods to help refocus children. Mrs. Cox will double check the times for 4th grade specifically. But it’s set now – the county has already approved the schedule. Last year, 4th graders tested in the afternoon too.
* K blue playground structure was repaired. It was under warranty and it was fixed.

7. Upcoming Events

* Wednesday, April 10th – Science Fair
* Thursday, April 11 – 1st Grade Artist In Residence
* April 17-22nd – Spring Break
* Tuesday, April 23rd – Kindergarten orientation
* Week of May 6th – Staff Appreciation Week

8. Additional Issues from PTA Members

* Chris Barone – AIR: First graders wrote stories and translated to dialogue to make their own plays. They’ll perform that Thursday afternoon.
* Regarding SGA: Recess equipment was a huge success with about 38 balls; SGA will vote to buy more items. In March, each grade spoke about grade level concerns. All grades are participating. Many grades are posting Trash Free lunch posters – we should add dates to those. April mission will be around testing encouragement about the notes that Mrs. Cox mentioned. SGA will help recruit more school people to help with the notes.
* Molly Woods could use some help with SGA next year.
* 3 PTA members read Tina’s notes about trying to find more recess time and reached out to Mike and Taryn. They were put together with each other and with the individual who raised this with MCCPTA. They had a meeting tonight. Tina discussed it as a pilot program. So, it’s nice that we have 3 parents who were proactive and attempted this meeting to move this issue forward. We hope to have an update from these parents, along with Mrs. Cox’s input. Mrs. Cox sees it as a need and interest for Westbrook, so she’d be happy to support Westbrook as a part of the pilot program.
* All water faucets in the building are all flushed daily. The bottle filling stations’ filters are replaced regularly. The PTA dues sponsors the filters.

Next PTA Meeting: Tuesday, May 7th

Meeting adjourned at 8:50pm.