

2016-17 MCCPTA MEMBERSHIP COMMITTEE ACTION PLAN!

Chair Tracie Potts

Members Diane Pelton, Cloverly ES PTA President
Lynne Harris, DCC Area VP
Kadijah Barkley, Wheaton HS Secretary/GBTLA Exec Dir
Michelle Ali, South Lake ES PTA President/Membership Chair

Activities

- Organize Spring/Fall training membership workshops
- Determine goal & track progress monthly
- Create membership campaign theme & online toolkit
- Promote monthly contest & solicit incentives
- Create membership listserv
- Engage local PTAs to boost membership
- Identify membership award winners

Budget TBA (pending board approval of sponsorship proposal)

Goals

- Increase membership countywide
- Target and support units with decreasing membership
- Provide ready-to-use resources & regular communication

Objectives/Outline steps, including time frame (done, in progress)

Activity	Details	Deadline
Spring Training	Spring: Tracie co-leads with Paul Geller. Agenda/materials completed.	June 8
Goal-setting	Reviewed/analyzed last year's data. No specific public goal per Paul.	August 1
Goal-tracking	Analyze monthly SOCA reports.	All year
Fall Training	Planning in progress.	September 10
Campaign	Create theme, logo, sample materials that PTAs can customize and use. <i>Status: theme, online toolkit done. Awaiting logo.</i>	August 1
Incentives	Solicit prizes for monthly incentive for PTAs that meet benchmarks . <i>Status: see sponsor proposal</i>	September 15
Communication	BOD approved membership listserv for announcements, sharing ideas/best practices & recognizing top performers. <i>Status: Listserv not set up yet. Using existing MailChimp email</i>	Approve June 2 Establish August 1
Engagement	Contact locals to share campaign/materials, explain goals, stress membership + advocacy, engage low/no membership PTAs, identify and troubleshoot issues and encourage all	All year

Awards

PTAs to maintain/improve.

Identify PTAs with best growth and *maintenance* records for May 1 recognition at the Presidents & Principals dinner.

Supplies Needed

- Spring/fall training: pens, copies, basket, office supplies
- 7 months of incentives (pending approval of sponsor proposal)

Submitted by

Date

Approved by

Date

Rev Aug 25, 2016

MCCPTA Curriculum Committee Work Plan
2016-2017

Chair: Tammy Clark: clark_biz9301@verizon.net

High School subcommittee chair: Cynthia Simonson: csimonson@sms-results.com

Middle School subcommittee chair: Jamahl Johnson:
JamahlJ@gmail.com

Elementary School subcommittee chair: Amanda Graver:
agraver@verizon.net

Vision

MCPS curriculum information will be shared with interested MCPS parents, and MCPS Curriculum Staff will be aware of parent and student curriculum concerns, issues and questions.

Goals

The MCCPTA Curriculum Committee will serve as a liaison between MCPS parents and MCPS curriculum staff, sharing information from MCPS curriculum staff with parents and sharing parental concerns, issues and questions with MCPS curriculum staff. The Curriculum Committee will act as an advocate for curriculum issues of concern to MCPS parents, students and teachers.

To achieve this goal, the Curriculum Committee will:

- facilitate the exchange of curriculum-related information between MCPS and parents by attending regularly scheduled meetings with the Associate Superintendent of Curriculum and Instructional Programs, the Director of the Department of Secondary Curriculum and Districtwide Programs, the Director of the Department of Elementary Curriculum and Districtwide Programs and the Director of the Department of Career Readiness and Innovative Programs
- remain abreast of current MCPS curriculum information by

attending:

- the MCPS Curriculum Advisory Assembly
 - the MCPS Curriculum Advisory Committee
 - the Accelerated and Enriched Instruction Feedback Committee
- provide opportunities for parent involvement and information dissemination by co-sponsoring Curriculum Information Nights with MCPS staff throughout the school year.
 - report regularly to MCCPTA regarding current curriculum issues, and share information with parents (or other interested parties) via the MCCPTA website, the MCCPTA listserv and the Curriculum Committee listserv. The Curriculum Committee will also respond directly to any emails from MCPS parents.
 - work with any other MCCPTA committees that share curriculum-related issues or concerns.
 - provide additional focus on issues of importance to elementary, middle school and high school students and parents through the Elementary School, Middle School, and High School Subcommittees.

Expenses

The Curriculum Committee requests a budget of \$200 to cover ICB room reservations and any other costs related to co-sponsoring Curriculum Information Nights.

MCCPTA Committee Work Plan 2016-2017

Mission:

To make every child's potential a reality by engaging and empowering families and communities to advocate for all children.

Special Education Committee

Chair Information:

Chair: Jeanne Taylor

Phone: 301-879-9539

Email: frtjmt@yahoo.com

Committee member(s): Kristi Welter: kristibgm@aol.com, Julie Reiley: reiley@aya.yale.edu,
Janice Edwing: rjedwing@verizon.net, Shameen Anthonio-Williams: shameen1976@yahoo.com,

Candice Barbee: candice_barbee@yahoo.com, Crystal Poole: poole.crystal@gmail.com

Vision:

Act as a resource for the special education community (parents, caregivers and staff) and share experiences in advocating for children to implement successful family-school partnerships. Continue outreach to those who may not be connected with their school community.

Goals:

- Maintain and update the PTA Special Education Chair Contact List/Listserv
- Increase outreach to MCPS staff and MCCPTA groups
- Provide advocacy training
- Maintain Yahoo files

Action Steps:

Disseminate recruitment flyer for SPED Chairs; have web site updated; collect, update and disseminate information for spread sheet and Yahoo eList, update Yahoo File Section.

Hold three evening meetings this coming school year & 29th Annual Recognition ceremony on May 8 (tentative)

Monday, Oct 3

Monday, Dec 5

Monday, Feb 6

Reserve Rockville HS auditorium; by early January work with the appropriate MCCPTA contact to receive electronic nomination submissions; by the middle of January send out electronic notification to school community regarding nomination process (principals, PTA Presidents and eLists), arrange for refreshments and entertainment, invite attendees; by mid- February re-send request for nominations, in mid-March review nominations and rank, finish working on letter notifications and spreadsheet. By April 3 complete letters, complete program and copies by April 23, complete certificates by April 26.

Information for website:

- Meeting information – topics, dates and times.
- Committee Reports
- Resources and Information (to be updated by mid-Sept.)

Expenses – ICB Rental & Annual Recognition Ceremony event, \$500 (food, frames)



MCCPTA Committee Work Plan 2016-2017 Reflections Committee

Chair: Chris McDermott

E-mail/phone: malimcdermott@verizon.net **301-253-9059**

Committee Members:

All local Reflections chairpersons are members of the committee.

Vision:

How does the work of your committee support the objects and mission of PTA and the focus of MCCPTA?

The Reflections art program encourages students to express themselves through creative art. Literature, music, photography, visual arts, dance and film are the art categories represented in this program. Each year, this national program provides a theme. Each student entrant from participating PTAs is challenged to reflect on the theme, create art in one or more of the categories and submit their art entry as it reflects their artistic interpretation of the theme.

Goals:

Give a summary statement of your committee's goals for this year. Consider how you will identify attainment.

Continue to increase awareness of the Reflections program, continue to present the student art in a gallery fashion at the culmination of the competition at the county level, and do all that is possible to ensure that the Reflections Program is structured in a way that gives every student an equal opportunity to participate.

Action Steps:

What does your committee plan to do to achieve these goals? Include plans for meetings, mailings, etc., interaction with other MCCPTA committees, MCPS staff you may work with and in what capacity, other county, state or federal agencies, organizations you may contact as part of your action plan.

- Utilize the MCCPTA website and Listserv to make the local PTAs aware of the program.
- Utilize the MCCPTA Reflections Listserv to provide comprehensive information to the local chairpersons.
- Participate in the MCCPTA spring &/or fall training, and make the training materials available to all chairs via e-mail.
- Be available to local chairs and the public for questions via phone and e-mail.
- In late winter/early spring, notify MCPS, local media and other officials of the

award ceremony & gallery
In addition, please see following time line:

MCCPTA Reflections Tentative Time Line

- Contact chairs via yahoo with rules, regulations and requirements for the year
- October/November-determine awards gallery/ceremony date and reserve site
- December – submissions due to county (MCCPTA office)
- January - Entries sorted and delivered to county judges
- January – Entries retrieved from county judges
- Winning images photographed prior to taking to state
- Winning videos & musical compositions duplicated prior to taking to state (if possible)
- November/December - Locate/invite entertainment/speaker as budget allows
- February/March – County winners announced
- February - Submissions due to state
- February -- Order awards (trophies for Awards of Excellence, medals for Awards of Merit, participation ribbons for all participants)
- February-provide invitations for each student whose art made it to county by sending to local school chairs
- February- Prepare program and copy @ MCCPTA office
- January/February - Print gallery cards for the artwork
- Mid-March 2017 -- day of event-set up/break down gallery

Expenses

Awards –trophies, medals & ribbons (no more than 72 winners and 72 honorable mentions, plus all participants)		\$1,400.00
Thank you gift for 15-18		
Judges (approx \$25 each)		\$ 450.00
Room rental	MCPS	\$ 500.00
Supplies for gallery*		\$ 150.00
Art Panels	MCPS	\$ Free
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Total		\$2,500.00

The number of judges increases when there are large numbers in a category, particularly in the visual arts category, which now includes sculpture. Request for money for supplies is annual but not always utilized (depending on what is left over from the previous year). The art panels were a great and necessary addition to the gallery and proved to be much more respectful of the art itself

compared to previous years. Panels annually require Velcro which is somewhat expensive. Supplies also include cardstock paper for gallery cards, tape and double sided tape, manila envelopes, clear paper inserts, thumbtacks, etc.

MCCPTA Committee Work Plan 2016-2017

Committee: Capital Improvements Program (CIP)

Chair: Melissa McKenna
Email: mckennaforeverpta@gmail.com
Phone: 240-793-1287

Sub-Committee: Next Steps Reps (NSR)

Lead: Liz King
Email: lizaking@gmail.com
Phone: 202-224-6461

Individuals with whom the Chair and/or Committee members routinely interact:

Joel Gallihue, Director, MCPS Division of Long-Range Planning (DLRP), and his staff
James Song, Director, MCPS Department of Facilities Management, and his staff
Seth Adams, Director, MCPS Department of Construction, and his staff
County Council Education Committee members, and their staff

Vision

The Committee is dedicated to the principle that children in Montgomery County Public Schools are entitled to attend school in safe, secure, healthy, modern facilities. The CIP Committee supports the advocacy of MCCPTA and individual clusters on capital-related issues in an effort to support MCCPTA's mission to make every child's potential a reality by engaging and empowering families and communities to advocate for all children.

Goals/Objectives

The CIP Committee's goals for 2016-2017 are to:

1. Promote awareness and increase understanding by local PTA leaders, members and MCCPTA cluster coordinators, of the CIP and of issues involving County development affecting schools and school facilities.
2. Provide information necessary to allow MCCPTA and local PTA leaders to knowledgeably advocate for County and State officials to provide adequate funding for the Superintendent's recommended FY2018 Capital Budget and amendments to the FY 2018-2023 CIP and other school construction resources.
3. Expand the CIP committee and NSR subcommittee to include at least one representative from each MCCPTA Area and to encourage and assist members in becoming experts in specific CIP topics that interest or concern them.
4. Work with MCPS to provide an avenue for addressing non-capital facilities needs that come to the attention of cluster coordinators and DLRP staff during the CIP Cluster Comments period in the spring and the six-year CIP development process in the fall.
5. Educate PTA leaders and members about relocatable classroom issues and assist local PTAs in addressing concerns about the condition, use, and functioning of the relocatables.
6. Monitor re-evaluation of FACT scores of all schools. Work with MSCP and BOE regarding reordering of the revitalization/expansion queue and ensure adequate information is provided to cluster coordinators and individual schools.
7. Engage the Board of Education, County Council, County Planning Department, and municipalities to collaborate towards addressing school overcrowding and replacing aging buildings by reviewing agency policy, funding, and land use. (NSR)

8. Revisit the MCCPTA resolution on co-location adopted in school year 2011-12, by evaluating co-location of county services at school facilities, discussing our concerns regarding types of co-location projects, and determining which projects MCCPTA would support and/or encourage.

9. Advocate for a reasonable and cost-effective County-funded, long-term replacement for the Shady Grove bus depot.

10. Advocate and provide information and MCCPTA perspective to BOE members, and County and State officials regarding the 21st Century School Facilities Commission (Knott Commission).

Action Steps

Ongoing Activities:

- Provide information to cluster coordinators and advise on CIP testimony and on testimony relating to issues involving County development and school facilities.
- Assess countywide needs, and analyze MCPS countywide priorities.
- Propose annual and long-range objectives and policies for approval by MCCPTA Board of Directors and Delegates Assembly.
- Coordinate with the Operating Budget Committee on the relationship between operating and capital budgets, both locally and at the State level.
- Coordinate with the VP of Advocacy on efforts to increase County and State CIP funding and school resources.
- Report to membership/executive board on status of funding and new projects; boundary studies or special task force or roundtable groups; contact facilities staff on problems or needs.
- Address such other issues as may be requested by the MCCPTA President, Board of Directors and/or Delegates Assembly.

2016-2017 Activities:

- Assist Cluster Coordinators and Area Vice Presidents in compiling and submitting Cluster Comments.
- Advise Cluster Coordinators and Area Vice Presidents on testimony relating to the Subdivision Staging Policy.
- Attend area summer meetings with DLRP.
- With the direction and input of the Executive Committee, the CIP Chair will participate in MCPS meetings to develop the Superintendent's recommended FY2018 Capital Budget and amendments to the FY 2018-2023 CIP (September).
- Provide training on CIP and CIP advocacy at Fall and Spring MCCPTA training.
- Organize annual MCCPTA/MCPS CIP Forum after the October 27, 2016 release of the Superintendent's recommended CIP.
- Advise affected schools/clusters regarding FACT reassessment and re-ordering of the revitalization/expansion queue to be released October 13, 2016.
- Conduct work session for MCCPTA and individual cluster testimony to the Board of Education (November).
- Arrange follow up meeting with BOE to address Board member questions that arise during CIP hearings (December).
- Assist with CIP testimony before the BOE (November) and the County Council (February).
- Conduct work session for MCCPTA and individual cluster testimony to the County Council (Jan).
- Develop and coordinate a program with MCPS to discuss the types, placement, maintenance and role of relocatable classrooms in our school system.
- Coordinate a MCCPTA evaluation of co-location of county services at school facilities and a discussion of co-location projects MCCPTA could support and/or encourage.
- Use the MCCPTA e-lists and social media to publicize CIP issues, to hear a discussion of CIP concerns, and to promote CIP meetings and programs.
- Work with VP of Advocacy to coordinate events, advocacy, and testimony at the State level in support of school construction funding.
- Advocate with Board of Education, MCPS, Planning Board, Planning Department, County Council, and other County and municipal leaders on NSR priority issues.

2016-2017 Meeting Schedule:

October 27, 2016: MCPS/MCCPTA Joint CIP forum, 7 pm. 45 W. Gude Drive, Rockville

November 2, 2016: CIP testimony workshop for BOE, time and location TBD

Because CIP Activities are front-loaded in the fall, the CIP Committee anticipates holding monthly meetings from September through November, and bi-monthly meetings from January through April. After review for potential conflicts, the Committee will propose a meeting schedule.

Information that will be provided for the CIP page of the MCCPTA website:

- CIP Committee Work Plan
- CIP Committee meeting dates, times, locations
- CIP reports and updates of committee work
- NSR priorities and updates
- Link to FY2017 Educational Facilities Master Plan
- Link to Superintendent's Recommended Capital Budget and CIP
- Links as needed regarding CIP issues
- Updates on CIP-related agency meetings, and local and state decisions

Expenses:

The CIP Committee requests \$150 to cover fees to reserve meeting space for CIP Testimony Workshops and as many as five committee meetings.

