**MCCPTA Board of Directors Meeting**

**September 16, 2019**

**Carver Educational Services Center- Auditorium**

Lynne Harris, MCCPTA President, called the meeting to order at 7:03 pm. A quorum was present.

The meeting agenda was approved by consent, with one addition (added September DA to New Business).

The June 13, 2019 meeting minutes were approved by consent.

Tracie Potts, VP for Administration, provided the following BOD related information:

She indicated she will provide BOD members with Conflict of Interest and Contact Information forms to complete.

She demonstrated the process for signing into Workplace.

Board members who have not fulfilled their training requirement need to complete the following e-courses from National PTA: Board Basics, Quick Guide to Budget Basics, Preventing Theft in PTA. Once the requirement is met, board members do not need to take training if their board service is not interrupted. Board members cannot vote if they do not take the training.

Lynne Harris indicated that board members who are asked to provide the MCCPTA position on an issue should contact MCCPTA Executive Committee before responding. If a cluster coordinator is asked a cluster-related question, they can respond with factual information about the event or situation.

**New Business**

1. The BOD accepted the resignations of the following cluster coordinators: Corey Estoll (QO), Francisco Negron and Amit Banergee (Kennedy), Brian Carter (Sherwood).

2. The BOD affirmed the following new cluster coordinators: Danny Choe, Maura Peterson, and Margery Divita (Kennedy); Kim Kamensky and Aimee Ibacache (Damascus).

3. There will be an MCCPTA Committee Expo during the hour before the September DA. Childcare and a food truck (food for purchase) will be available.

4. MCCPTA Committee Workplans

The following workplans were discussed as a group because they were provided several days prior to the BOD meeting: Bylaws, Safe Routes to School, Health and Wellness, Cultural Arts, Special Education, Celebration of Excellence, Operating Budget, Safe Technology, Membership, School Climate and Safety, Communications, Nominating, Awards, Student Business Challenge.

Tracie Potts made a motion to accept the workplans. The motion was seconded. The motion was approved by voice vote.

The following workplans were not available to the BOD in time for all to review prior to the meeting, so they were discussed separately: Curriculum, CIP, Advocacy, LGBTQ.

There were several questions about the budget for the LQBTQ subcommittee. The “swag” items are for distribution at events. The “training” is sensitivity training. The Pride Prom was a successful event last year.

Chris Rutledge made a motion to approve the additional four workplans. The motion was seconded. The motion was approved by voice vote.

5. MCCPTA Financial Review was presented by Laura Mitchell. Other reviewers were Oriole Saah and Brian Carter. The committee used the process recommended by Maryland PTA. Balance on hand at the end of the previous review/fiscal year was $63,639.47. The balance at the end of the 2018-2019 fiscal year was $63,962.32. The records were in good order. A few minor corrections were taken care of by the treasurer. Debby Orsak made a motion to accept the report. The motion was seconded. The motion was approved by voice vote.

The large carryover of funds was noted. We would like to put together a finance committee to determine how we can best use the extra funds.

6. Khristy Kartsakalis, MCCPTA Treasurer, presented the draft MCCPTA budget for 2019-2020.

The draft was available in meeting materials prior to the meeting. Based on discussion, the following changes were made to the draft budget:

Increased budget for MD PTA convention registration from $1000 to $1300. We may help some local PTAs send a representative or may give a registration as a prize.

Added a line item for Safe Routes to School ($2000). Expense is supported by workplan.

Increased MCCPTA Presents budget from $500 to $1000 to cover anticipated expenses.

Increased Training budget from $2000 to $5000. We may need more food for the spring training compared to last year. We may conduct additional (smaller) training sessions this year.

Deleted the Curriculum committee budget, based on the committee workplan.

Increased Diversity and Inclusion budget from $1500 to $8500 to cover LGBTQ subcommittee budget.

Based on the changes, the anticipated carryover to next year is $21284.

Additional comments:

The phone expense ($2100) includes phone and data plan. Khristy will check on whether the data plan is needed.

The expense for Celebration of Excellence ($20,000 budgeted) will be offset by ticket sales and sponsorships.

Debby Orsak made a motion to accept the budget. The motion was seconded. The motion was approved by voice vote. This budget will be presented for approval by the delegates at the September 24 DA.

7. MCCPTA Advocacy Priorities (2019-2020)

Laura Stewart (VP-Advocacy) led a discussion of the advocacy priorities. The goal was to edit the document prior to distributing it to delegates for input by local PTAs. Below are comments offered on various sections of the document. The BOD did not officially vote on the document or the comments during the meeting.

General comment- the tone of the document seems stronger than in previous years.

Access to equitable opportunities section- There was a question about the term “community schools,” which Laura explained. We want to include this topic in advocacy priorities to ensure the money goes where it is targeted.

COSA (Change of School Assignment)- There was a question about the effectiveness of the policy. The group decided to strike COSA wording.

There was a concern with 40% FARMS cut off. Is it needed? What about schools slightly under that rate?

Need to include extracurriculars and athletic facilities. They are an equity issue.

Add Independent Activity Fund (IAF) to the equity section.

Capital Funds and Facilities

Socioeconomic factors- change to “one of the factors” to make it clear there are other factors.

Communication

Need to include MCPS in the title

Communication and Transparency is a possible title

Diversity and Inclusion

Make sure the goal is clear- is this about staff or students (Response- it was intended to refer to both)

Move staff sentence to the beginning of the section

Kirwan

If we support the Kirwan commission recommendation on teacher salaries, we should consider stating that in the document.

There was not adequate time to complete the discussion of the document. Laura indicated she would post a document by the next day (9/17) for the BOD to add comments. All comments should be provided by 5 pm on 9/19, to allow time to prepare the version to share with the DA on 9/24. After the document is shared with the DA, delegates should share the document with PTAs and be prepared to discuss, amend, and vote on 10/22.

8. Cynthia Simonson (VP-Education) indicated there are numerous issues to explore related to the expansion of the International Baccalaureate (IB) program. She made the following motion: MCCPTA should form an ad hoc committee to evaluate the changes to the IB program. The motion was seconded and passed by voice vote.

**Officer Reports**

Written reports were provided by Khristy Kartsakalis (Treasurer) and James Modrick (VP-programs).

The meeting adjourned at 9:00 pm

Minutes submitted by Kellie Schoolar Reynolds, MCCPTA Secretary for BOD