**DRAFT MINUTES- MCCPTA Board of Directors Meeting**

**August 25, 2021**

**Zoom meeting**

Cynthia Simonson, MCCPTA President, called the meeting to order at 7:13 pm. A quorum was present. Cynthia read the PTA Mission to those in attendance.

**Agenda and minutes-** The agenda was approved with one change; the reordering of the items to address in New Business – Confirm new cluster coordinators, discuss/approve administrative changes to committee names/assignments, approve committee work plans, approve MCCPTA 2021-2022 Budget, approve 2021-2022 DA Calendar. Tangela resigned as the BOD Secretary so there are no June 2021 minutes to approve this evening. We will approve the June minutes at our next Board meeting in October. The Nominating Committee is working to fill the BOD Secretary role and will hopefully have a nomination by the September DA meeting.

**Informational Updates**

Training Requirements

3 Modules (Board Training) – must take within 60 days of joining board. Modules are available on the National PTA website. Once completed please send the Certificate of Completion to Pam or Rochelle within 60 days. You need to complete the training to be eligible to vote. Voting members are one cluster coordinator per cluster and one standing committee chair. Continuous service does not require retaking.

Speaking for MCCPTA

Make sure you are clear whom you are speaking for on your social media accounts or in any public forum. You may speak for yourself personally but not for MCCPTA unless directed by Cynthia.

MCCPTA Email

If unsure what your email is or your password, contact Pam, [office@mccpta.org](mailto:office@mccpta.org). All Board Members are auto enrolled to Board, President, Treasurer, and Delegates e-lists. Add committees, as you want.

National/MDPTA Update - Cynthia Simonson

Statewide Meeting, August 2021 elected officers, statewide training, and approved bylaws [www.fspta.org](http://www.fspta.org/) It is anticipated that elected info & training will be posted soon. Statewide Bylaws [here](https://e0cd0bbb-63b3-4368-b175-b5da1de817b0.filesusr.com/ugd/0ab6f7_d5267a25725743cfb03a0a625e46da15.pdf)! One change – Article V, Section 4. Membership List. Free State PTA shall maintain a list of local constituent association leaders and members with current, accurate contact information, which shall be shared with National PTA. This allows members to become members of both the National and Free State PTA, they can always unsubscribe if they would like.

Local Bylaws – anticipated this fall for submission in spring!

Current lawsuit – MCCPTA role is to support National PTA

Fall Plans/Training

Free State’s training plans are still in the works. MCCPTA recorded trainings are on the MCCPTA website. We need to support our local PTAs, maybe host a SOCA night to help them come into compliance, provide assistance in rebooting locals by helping to recruit officers, members etc. Any questions on the SOCA or compliance reach out to Rochelle Fink.

**Officer Reports**

President- Cynthia Simonson- See written report in the folder, it has been a busy summer.

VP of Programs- Charisse Scott- See written report in the folder.

Treasurer- Francesco Paganini – See proposed budget and documentation in the folder.

**Committee Reports -** none

**Old Business** – none

**New Business**

Confirm new Cluster Coordinators:

Einstein – Emily Menashes; remove Allison Nadelhaft

Poolesville – Jane Lehrman, Hannah Donart

Damascus – Leander Uvary

A motion was made by Laura Mitchell to approve; seconded by Kristin Erdheim – approved, none opposed

Sherwood – Chelsea Hughes

A motion was made by Henriot St. Gerard and seconded by FP – approved, none opposed

In Process -

Paint Branch

Still Need to Hold Elections -

Quince Orchard

Watkins Mill

Blair

Kennedy

Northwood

Cluster Coordinators please keep working on these vacancies.

Bylaws – Article X – Committees

Excomm, Board, or DA may establish

Excomm elects chairs of committees

Committee Chairs select their Vice (if desired)

1. Establish “Green Schools/Outdoor Spaces” Subcommittee beneath CIP
2. Move the ad hoc “safe routes” committee to be a subcommittee beneath CIP
3. Change the name of “Gifted Child” to “Gifted Education”
4. Establish “Environmental” Subcommittee beneath Health & Wellness
5. Divide “Membership and Engagement to be two separate standing committees
6. Establish teacher/staff & admin support subcommittee under Engagement
7. Establish Generational & Cultural Transitions subcommittee under Engagement
8. Establish Student Focus subcommittee under Engagement (MCR rec Chair)
9. Broaden name (and function) of “Safe Technology” to be “Technology”
10. Remove ad hoc committee Virtual Learning and Support

Laura Mitchell moved for numbers 1&2, and 4-10 to be adopted; Rochelle Fink seconded – approved, none opposed

There was some debate on #3, Gifted Child, mostly clarification questions. Stephanie Frumkin motioned that Gifted Child be changed to Gifted Education, Khristy Kartsakalis seconded, approved with none opposed.

Committee Work Plans

The chairs presented work plans; all were given one minute to present the highlights and the amount of money they are requesting in the budget. All work plans are in the materials folder.

* + **President**
    - DEI
      * LGBTQ
      * Restorative Justice Practices
    - Operating Budget
    - Communications
  + **VP Educational Issues**
    - Curriculum
    - Gifted Education
    - Special Education
    - Academic Calendar/School Year Analysis
  + **VP Administration**
    - Bylaws
  + **VP Programs**
    - Cultural Arts
    - Awards
  + **VP Advocacy**
    - Advocacy
    - CIP
      * Green Schools/Outdoor Spaces
    - Health and Wellness (incl Nutrition, Substance Use, Mental Health & Environmental)
  + **Treasurer**
    - Membership

Committees under the President presented; FP made a motion to approve, Rochelle seconded the motion; all were approved, none opposed.

Committees under VP Educational Issues presented; Laura Mitchell made a motion to approve, Debby Orsak seconded; the majority approved all.

Committees under VP Administration and VP Programs presented their work plans; Debby Orsak made a motion to approve, Laura Mitchell seconded; all were approved.

Committees under VP Advocacy and Treasurer were presented; Debby Orsak made a motion to approve, seconded by Mini Varughese; all were approved.

MCCPTA 2021/2022 Budget

FP shared the version that is in the materials folder. He went through the proposed budget line by line. There were questions regarding certain line items that were addressed. At 9:05 pm a motion was made to extend the meeting by 15 minutes, the motion was approved. Khristy Kartsakalis made a motion that there should not be any spending of money in the budget for a committee if a work plan had not been submitted and approved by the Board. Debby Orsak seconded that motion. The motion was approved.

A separate motion was made by Debby Orsak to present the 2021/2022 MCCPTA proposed budget to the Delegates Assembly at the end of September, Khristy Kartsakalis seconded, approved and none opposed.

Delegates Assembly

September 28, 2021

October 26, 2021

November 30, 2021

January 25, 2022

February 22, 2022

March 22, 2022

April 26, 2022

The meeting adjourned at 9:14 pm

Minutes submitted by Tammy Fox, MCCPTA Delegates Assembly Secretary