

PMES PTA
General Membership Meeting
Minutes

1/21/2016 - 7:00 PM - PMES Media Center



Attendance: Danielle Spigler, Morgan Polan, Fran Downes, Gail Dunlap, Marcia Fithian, Harry Miller, Chris Morton, Brian Zigmund, Renee Mann, Chrissy Sandifer, Michelle Davis, Lynne McMennamin, Cheryl Miller, Nicole Moaddel, Jen Hopkins, John Wandenberg, Theresa Lutz, ,Tracy Morrill, Terri Bremer, Wendy Porter, Brenda Cottrell, Vickie Saxon, Barbara Winfield, Chris Jensen, Leigh Horan, Erin McCadden, John Seifert, Michele Davis, Janet Blondell

- Call to order 7:03 PM
 - Introductions
 - Established quorum
 - Minutes from November 11, 2015 - approved

- Treasurer's Report - Fran Downes
 - Income:
 - Applebee's: \$435 total, still need to transfer Paypal money
 - BJ's - still waiting on check
 - Holiday Shoppe - successful again this year
 - Expenses
 - Movie License - price went up again this year to \$441.00
 - A number of items still need to be spent, coming up on field trips and other items that will be reimbursed in coming weeks
 - We did purchase paper cutters for each pod, so those will be come out of school supplies line item
 - Mrs. Recor got tablets for G&T projects (Enrichment)
 - All-Pro Dad - did not have someone to run program this year, so money sitting unused. Open to suggestions on how to use it.
 - Suggestion to do a one-time Donuts with Dads and Muffins with Moms
 - Looking for volunteer to run those events
 - Filed for Audit

- President's Report - Danielle Spigler
 - Last Monday spoke at Board of Education public input session
 - Main focus was on large 4th grade class sizes, based on input from parents and members
 - Two fourth-grade students also spoke, and had another student and parent in attendance to support as well
 - Last input meeting is tonight, with final BOE vote on Monday, January 25th.
 - Board not getting a lot of feedback at these meetings, so people need to speak up!
 - Calendar
 - Updating Google calendar on website
 - Art show coming up - April 19th
 - Holiday Shoppe went very smoothly this year, great feedback from teachers, kids & parents, thanks in large part to Morgan Polan and Chrissy Sandifer. Extremely well-organized!
 - Thank you to Lucille Brennan and Nicole Moaddel who have been putting in hours with the Reflections projects, preparing them for judging here at PMES, and sending them off to County judging.
 - Betty Bull Scholarship application is available. Emailed out today. High School seniors are eligible, as long as parents are a member of ANY PTA, not just the high school.
 - Not too late to join the PMES PTA! Website membership tab still works.

- Vice President Report – Morgan Polan
 - Membership
 - 3 new members
 - Got more membership cards from MDPTA
 - You can still sign up

- Secretary Report – no report.

- Principal’s Report – Gail Dunlap
 - February 5 – report cards will come home
 - January 22 – last day of the Quarter
 - Please visit the school website to stay up to date on what is happening
 - www.prospectmill.org

- Teacher Reports – no report.
- Committee Reports
 - Beautification – Janet Blondell
 - Nothing growing, so not much to do
 - Info about gardening grants to share
 - Large, overgrown bushes finally pulled from around sign in front
 - Will replace with better plants in spring
 - Hospitality – Morgan Polan & Leigh Horan
 - Art Show & Ice Cream social coming in April
 - Will need lots of toppings
 - Still have plenty of caramel
 - Reflections – Nicole Moaddel
 - 20 entries went to the County level for judging
 - Had a huge amount of Visual Arts entries this year
 - Winners posted on PTA website and emailed out
 - Will get results February 12 from County
 - Holiday Shoppe – Morgan Polan & Chrissy Sandifer
 - Huge success
 - Evening shopping night was a great opportunity for families to come and shop
 - Next year, slightly different format, due to short supply from vendor this year
 - Going to purchase our own items throughout the year
 - Storage at Sandifer house, storage at school not possible due to space limitations
 - Box Tops
 - \$1593.92 in Box Tops
 - Next Deadline is February 19
 - Baggies for collection were sent home
 - This will be the last contest for this school year
 - Cafeteria – Jen Hopkins
 - This time of year, volunteers start to dwindle
 - Will send another email to parents requesting help
 - Family Fun Nights – Danielle Spigler for Heather Holdaway
 - Chuck E Cheese – scheduled for April 19. (Need to reschedule due to Art Show)
 - Square 1 Art projects being worked on in Art class
 - Applebee’s went well, Santa was contacted via Mrs. Michel, and did a wonderful job!
 - Bertucci’s scheduled for February 22 and 23.
 - Cultural Diversity Committee – Danielle Spigler for Sandy deJesus
 - Met January 20 to discuss particulars of International Night
 - Scheduled for February 19, 2016

- Need donations from local restaurants
 - Also will need volunteers to help that night, as well as volunteers to represent countries and cultures
 - Flier to come home with kids with more info
 - Yearbook
 - Cover is getting done this weekend
 - Finally received portraits from Strawbridge to send to Lifetouch
 - Need to schedule large group pictures (band, chorus, etc.)
 - Spiritwear – Danielle Spigler for Kim Ewers
 - All orders placed during American Education week should have been received.
 - Contact Kim Ewers with any questions. Ewers413@gmail.com
 - Staff Appreciation – Katie Chalpin
 - Scheduling a meeting soon, please contact her if you would like to help
 - Katiehere2@gmail.com
 - Carnival
 - May 20th – it is not a half-day so will need extra volunteers for set up that day
 - Need people to solicit donations in the community and online
 - Meeting will be happening very soon, watch for emails
 - TAC
 - Always room for more helpers!
 - During week, once trained can come in whenever it's convenient
 - Contact Toniann Roland
 - Talent Show
 - Scheduled for May 10 at the Amoss Center (Harford Tech)
 - Contact Joan Hare or Cathy Koncurat if you want to help
 - Registration April 4th from 6pm - 8pm in the PMES gym
 - Fifth grade finale practices will be immediately after school on the following consecutive Thursdays April -7,14,21,28 and May 5th from 3:30pm - 4:30pm in the PMES gym
 - Dress rehearsal Monday evening at AMOSS center May 9th
- New business – None.

Special Presentation – PMES Construction Project to enclose the classrooms

- Mr. Chris Morton, HCPS Supervisor of Facilities Management
- Mr. Harry Miller, Project Manager for this project
- Both Mr. Morton and Mr. Miller have a good deal of experience both in Harford County schools and specifically at PMES, worked on the “new” gym, kindergarten pods with HVAC repairs.
- Mr. Morton
 - Shared map showing phases of the school building and when it was originally built
 - Main purpose of project is safety and security
 - Walls & doors will mean a safer lockdown
 - Will also be adding sprinklers throughout the school to bring it up to code when adding walls
 - A large back-up generator will also be installed for main rooms (cafeteria, health suite, bathrooms, etc.)
- Mr. Miller
 - First project at PMES was the Gym addition
 - Worked with Parks and Recreation to get full-sized gym/basketball court
 - Will be putting the project out to bid in February
 - Building begins this summer
 - Will be getting 6 more portable classrooms, in addition to the existing 2.
 - Will be good portables, used only for construction, then will be removed upon project completion. Not for capacity issues.

- Whole building will be getting sprinklers, will be first phase of project this summer
- Phases on map: Green will be first, this summer, purple section will be started but not necessarily finished before school starts
- Will limit access during school hours to as not to disrupt learning
- There will be work done during school hours
- Pod G (middle of building) will be made into regular-sized classrooms, although not used as such right now, they will be there if needed in the future
- Marcia Fithian:
 - 4th and 5th grade classes will move to portables for the majority of the school year.
 - Move will happen over the summer, after students have left for summer.
 - 1st and 2nd grade classes will start the new school year in current 4th and 5th grade pods, while work is completed on 1st and 2nd grade classrooms.
 - Will move back over Winter break, no disruption to students
 - Modifications will be made to emergency procedures (fire drill, evacuation, lockdown, etc.) This is not a new situation for PMES – had 10 portables prior to redistricting.
 - Portables and equipment will begin arriving in April.
 - Demolition begins after the students are out for the school year
- Questions from audience
 - How will the nurse communicate with portable classrooms?
 - Classrooms will have walkie-talkies and white phones to communication with nurse and main office
 - Walkie-talkies will be handy as well if a student is dismissed to office, etc.
 - Are there bathrooms in the portables?
 - No, students will use an established buddy-system to enter the building using a card-key
 - Students and classes will also have bathroom breaks
 - Use restrooms when come into building for specials and lunch
 - How secure are the portables?
 - They are locked at all times. Must use a key to enter.
 - Window in the door, so teacher can see when someone knocks.
 - Visitors will still need to sign in at main office to visit, same as visiting any classroom in the building
 - Security cameras are outside so main office can see what is happening outside near portables
 - Parents with older students who had children in portables shared positive feedback and experiences. Very safe, kids and teachers actually seemed to prefer the portables for quiet working environment, self-controlled heating and air conditioning.
 - What happens if there is a need for a fifth 4th grade class, if we get another teacher?
 - If numbers support another fifth grade for next year administration would make the decision at that time as to where the class would be located, but it would be inside the building. We are not getting another portable.
 - How will materials be moved to portables for 4th and 5th grade classes?
 - A moving company will be doing the work
 - Administration suggested to teachers to pack up materials as they finish units for the year.
 - Students will not be responsible for helping with this process
 - PTA will set up a group of parent volunteers to help teachers with packing, moving, unpacking, setting up new classrooms
 - Project to hopefully be completed by April 2017.
 - 4th and 5th grade may move back into building at the end of the year, after testing is over, pending project completion and approval from Central office.
 - New ceilings will be part of project
 - The lighting was recently upgraded at the school. We are exploring the possibility of upgrading again to LED, by way of an alternate. If the bids come

in good, and we can afford it, we will replace the lighting. If the bids are tight to our budget, we may not be able to accept the additional cost, and therefore would re-use the existing lighting.

- How long will the whole project take to complete?
 - Construction will begin in June 2016, and the anticipated completion, pending weather or additional setbacks, is April 2017.
 - Will the new classrooms be bigger?
 - There will be no changes to outside walls
 - Common-area in pods will be made slightly smaller
 - Classroom sizes on map appear to be similar to existing classrooms in Kindergarten and 3rd grade pods
 - What type of furniture and structures will be included in new classrooms?
 - Will have cabinets, whiteboards, all the things required to be in a classroom
 - Have had faculty meetings with staff to let them know what is happening, familiarize them with the plan
 - Map will be posted on the PTA website for all to see
 - Mr. Miller has offered to return and attend a meeting in the fall to update parents as to progress of the project and answer questions
- Door prizes and adjournment 8:19PM.

Adjourned at 8:15 PM

Submitted by Morgan Polan - Vice-President and Danielle Spigler - President