

## **Minutes for CSMS PTA Meeting on 9/16/2010**

CSMS Library 7pm

- President's Welcome and Introductions: Meeting called to order at 7:00pm.
- Approval of minutes from meeting on June 8, 2010, motion to approve and seconded as submitted.
- Past President Remarks: Anna Diefendorf. Discussed bringing PTA back into good standing and the good relationship the PTA has with the teachers. Opened discussion on missing funds from Family Fun Night. The matter is currently under audit of records, by PTA council, audit committee is in charge.
- Audit committee: Brenda Hebert. Ms Hebert discussed current status of audit. According to Money Matters guide, complete audit is recommended every year. Treasurer Elect cannot take over until Audit is done. The audit committee will trace bank deposits, checks written, bank statements, PTA ledger and the quick books program used by the CSMS PTA. Ms. Hebert stressed the importance of having minutes from meetings last year included. Audit will start on Monday. When audit is done the committee will give its recommendations to the Executive Board. The board will put these recommendations in place for the year. Audit will hopefully be ready for approval by next meeting. Member asked how come so late getting audit started. How much is missing? \$1950 is missing, audit getting started late because still gathering necessary documentation for audit. Ramona Morro, current President of Fairfax County Council of PTAs, spoke about how the council is aware of the issue. If questions please email her at [PresidentFCC.org](mailto:PresidentFCC.org). She stresses the importance of reading Money Matters (PTA finances Manuel).  
A member at large thanked past president for her work with the PTA. Question was raised does the PTA need money now. Kim Mann (treasurer elect) explained at this point we have about \$2400 in the account. Hopefully by the next PTA meeting audit will be complete and ready for approval.
- Principal's Report: Mr. Yarbrough shared his vision for CSMS (safe, clean environment for teachers and students). Discussed a number of volunteer opportunities for parents during the day at CSMS. Talked about how CSMS is a priority school, we have an assessment coach, instructional coach, and a dean of students to focus on discipline. Assistant principals will be in the classroom assisting teachers. Discussed parents concerns from last year about lack of discipline and how building has improved over the past 2 weeks. Mr. Y pointed out that we are in the process of rebranding of CSMS. Mr. Y wants to focus on complements and praise of both students and staff. We still have challenges with reading, especially with Socio-economically challenged

students. We have spent \$13,000 for books, but we need help with individual students. Tremendous gains in Math- made AYP just in math.

Parent brought up No back pack policy in classrooms and students only being able to go to locker 3 times a day. Mr. Y discussed how last year some teams had back packs and some did not, goal to make it consistent throughout the building. Last year there were lots of thefts (cell phones, \$). The building is now open 5 minutes earlier than last year to allow time for students to go to their locker, they can also go before and after lunch and at the end of the day. We need to have a safe, secure place and decisions are made based on what is best for kids.

Mr. Y discussed what building has spent money on (technology, smart boards, LCD monitors, office furniture). Trying to make improvements on look of building.

Mr. Y discussed the amount of CSMS students getting into Thomas Jefferson. Schools like Longfellow have parents who help with preparing packets and interview skills. We need to work with other schools and see what they do. Admission officer from TJ will be coming to CSMS to discuss this. Need people to be on the committee.

School ground beautification also discussed. Some parents are worried that construction taking place in October 2012 will affect Inner Court Yard. Mr. Y will bring in new building plans and we will focus on maintaining and working on beautification on other parts of the building.

Parent asked does building still need PTA money and what could it be spent on. Mr. Y, YES! Always need \$ for more smart boards, computers and books. Ms. Van Orden (school librarian) is in process of weeding out old books and would love to order more.

- Treasurer Reports: Kim Mann (2010-2011 Treasurer). Kim shared proposed budget for next year. Currently according to the band there is \$ 2445.14 in the account. Executive board and Mr. Y would like to have Escript funds go into PTA account, instead of school account, this will make it easier to use funds. Ms Hebert pointed out that all donations must have a receipt, no matter what the amount.  
Kim recommends that we drop discretionary funds. Ramona advised Inner courtyard be put as a line item, so funds could be carried over next year. Budget cannot be approved till audit is complete. So Kim will date budget and we will approve budget at next meeting.
- Monopole Discussion: One time fee 25,000, 5000 per carrier. 4000-7000 per year in addition to initial amount. Looking for support to meeting on 9/22/2010 meet at school at CSMS at 6pm, wear blue shirts. Mr. Orden shared his knowledge about Monopole. At this point the CSMS PTA has voted to support the Monopole.

- Committee Reports:
  - Career Day: George Vargas: George will be working with Ms. Heather McCarthy (staff member) to organize...
  - RIFF: Kathy Van Orden (school Librarian): We have a grant that pays for 75% of the books. Would like the PTA to pick up other 25%. 3 book distributions during the year. We need a committee chair.
  - Pantherlon: taken over by Rebecca Bostick
  
- Volunteer Coordinator: George Vargas: discussed forms coming in, he will organize.
  - Beautification/Inner Court Yard: Yvonne Dacey discussed need for a committee, sent out sign up sheet.
  - T.J. Prep group: Sue Genuario discussed need for a committee, sign up sheet sent out.
  - Tutoring 1 on 1: Yvonne Dacey discussed need for a committee sign up sheet sent out.
  - Bake Sales: Sue Genuario is looking for people to help during Touch Base.
  
- School leadership committee Parent Volunteer: Mr. Yarborough is looking for PTA member, not a board member, to be on the committee. This person will work with school based team to look at organizational issues. Mr. Harris expressed an interest
  
- New Business/Announcements:
  - PE Department would like to request funds to purchase new LCD projector. Mr. Y will check to see if it is cheaper to buy through school and PTA can reimburse.
  
- Next meeting will be on October 21<sup>st</sup>.
  
- All PTA meeting will be on 3<sup>rd</sup> Thursday of the month, 7pm in the Library.