

**Janney PTA Regular Executive Board Meeting  
Tuesday, September 2, 2008**

Present at the meeting were: Rennie Anderson, Karen Crews, Gerry Gretschel, Karen Kalat, Elizabeth Levenson, Maureen Leventhal, Sharon Masling, Jonathan McHugh, Sczerina Perot, Dan Rosenthal, and Lucy Smiles.

**Minutes of the July 31, 2008 executive board meeting were corrected to reflect that Ms. Walters will present at the November PTA meeting. The minutes were then approved.**

**Reports**

**Principal:**

- DC primaries are scheduled for September 9, the same day as the 1<sup>st</sup> PTA meeting. The PTA meeting will be moved to the Cybrary.
- Staffing.
  - The school recently got a special ed teacher position added back. Dr. Crews and Dr. Wood are looking for candidates.
  - Dr. Crews has been in touch with Mr. Harvey and she hopes that Mr. Harvey will be able to return to Janney soon.
  - Dr. Crews is still looking for a .5 art teacher position. The position is currently being filled by a substitute.
  - DCPS gave Janney an additional staff person – Maddie Braxton, who will help out with testing, work on reading and math strategies with the students, etc.
- Safety and security. Dr. Crews met with Ms. Handy from DHHS and has been in communication with Mary Cheh and MPD regarding security issues.
- The school is gearing up for community circle.
- Student council elections have started.
- Dr Crews is talking with Dr. Wood and Ms. Bellissimo regarding Notebusters or an all-school chorus.
- The 5<sup>th</sup> grade trip to Calleva was very successful.

**Treasurer:**

- To date we've received PTA donations from 136 families. We will send out the green form in next week's THT and will also hand it out at next week's PTA meeting.
- There is room parent money left over from last year. Dan will connect with Ben.
- We have a Best Buy certificate that we will give to Ann Beumel.
- The budget will include a new column to show the ongoing budget as amended, and the right column will be removed totally. The new format will reflect where we ended last year, where we started, and where we are.
- The audit committee is waiting for a directive. They will determine a reasonable surplus for the PTA to carry and will provide a justification regarding how they came up with the number. Rennie and Lucy will look at the by-laws to determine when the audit should happen and will consult with Ben. Dan requested that the

audit committee look at last year's report to determine whether the recommendations in last year's report were implemented. Lucy suggested that the audit committee present at the November Executive Board meeting.

### **Unfinished Business:**

- PTA Committee chair slots are almost complete. Mark Popovich has agreed to chair the DCPS advocacy committee. The only open chair slot is for community night (what was formerly international night). Jonathan and Scott will try to find someone willing to take it on.
- The Board discussed some of the safety and security issues facing Janney. The Board agreed that community members should be reminded to refrain from walking through the school grounds or using the playground when school or JED is in session, and that community members should be reminded to refrain from littering, smoking, drinking alcohol, or using drugs while on school property. The Board also discussed the potential need for other security measures, such as signage, additional fencing, and a more significant police presence.

The Board agreed to first notify the community that there is a problem by raising the issues at the SIT and PTA meetings and by sending out information on the neighborhood listservs. Sczerina agree to draft some potential language for the community listservs, the Janney handbook, and playground signs. Dr. Crews will present a more detailed security proposal at the October Executive Board meeting.

### **New Business:**

- The first full PTA meeting will be on September 9<sup>th</sup>, in the Cybrary.
- There will be a meeting of the committee chairs on September 11<sup>th</sup>.
- Rennie reviewed the PTA E-Board committee liaisons.
- Sczerina moved to reduce budget line item 4.09 by \$1000 and to move that money into the general PTA fund. Jonathan seconded the motion and the motion was approved.
- The Board confirmed that salary increases for the Spanish teachers will be considered when they reach the one year employment mark.
- The PTA needs to draft a letter to aides employed by the PTA. Sczerina suggested that the PTA seek pro bono assistance from an employment lawyer to draft an employee manual for PTA employees.

### **Action items:**

- A. Send out reminder letter in November to families who want to make donations to Janney before the end of the tax year.
- B. Draft potential language re safety and security issues.
- C. Meet with audit committee.
- D. Seek committee chair for international night.

