

PTP Meeting Minutes – May 1, 2019

PTP Officers:

President – *Blessing Enekwe*

Vice President – *Jacqueline Kautzer*

Secretary – *Patricia Woodwell*

Treasurer – *Hilary Sazama*

WELCOME address by PTP President – Welcome to the last meeting of the year! Thank you all for being so engaged and committed to our CYC Community. A few brief reminders from those that could not be here:

- **Service Points!** Don't forget about fulfilling your service points for the year – we still have a few ways for you to earn those points – the Teacher Appreciation Luncheon, assisting with the Silent Auction and final fundraising event, etc.
- **Teacher Appreciation Luncheon** (*Amanda Pike-McCradden, Chair*): The Spring Teacher Appreciation Luncheon will be held on May 3rd. Sign up to bring something or help out and show our appreciation to our teachers for a great job they do with and for our children all year!
- **Book Fair** (*Lisa Hathaway*): Still waiting to hear exactly how much profit we received from the Scholastic book fair – will send out information once we have it.

Director Address (*Mona Leigh Guha, Director*) – A few items to address:

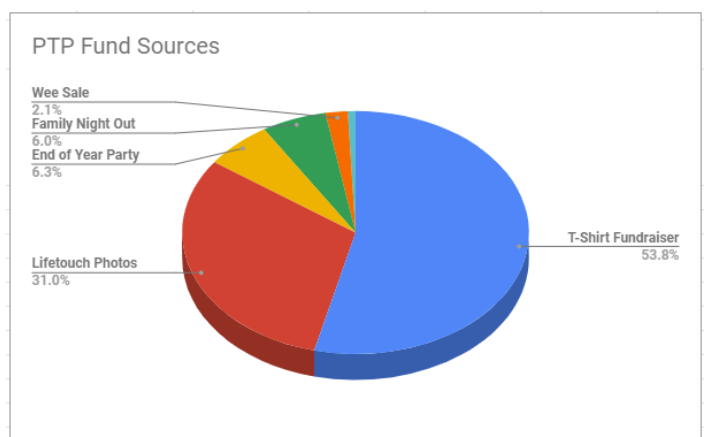
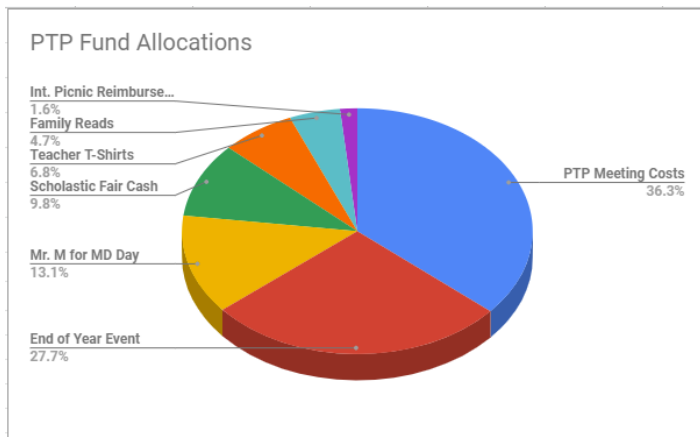
- Quick reminder that you cannot park in Parking Lot 2 – you WILL be ticketed! If you parked there please go move your car to the CYC lots or to the Stadium Parking Garage.
- Our teacher/family conference day is this Friday! Babysitting will be provided. The teachers look forward to being able to speak with you about your child and the progress they have made over the past year!
- We had an expert on developmentally appropriate practice, Dr. Sue Bredekamp, do some videos here a few years ago and are featured in her new textbook, “Effective Practices in Early Childhood Education: Building a Foundation” - copies of her book are available with Mona Leigh and Anne Daniel should you want to see one.
- On Giving Day, we had a total of 40 donors and raised \$2460! We are still waiting to hear about the matches we may have gotten. We are still waiting to hear our final totals!

Budget Report (*Hilary Sazama, Treasurer*)

- So far in 2019, we spent \$2,485 – these were on items such as our End of Year events (\$688), PTP Meetings (\$902), purchasing of teacher shirts (\$170), Family Reads program (\$117), and other miscellaneous items such as reimbursements for the Community/International picnic (\$40), paying Mr. M for MD Day (\$325), and Scholastic cash(\$245).
- We brought in \$2,286 so far this year – T-shirt sales (\$1,231), Families Night Out (\$138), End of Year event (\$144), AmazonSmile (we started with 17 purchases but from the period of 2/15-4/27, we've grown to 25 supporters and 86 purchases – tell everyone about it and sign up to make the CYC PTP the recipient!), and miscellaneous other events/items such as earnings from the sale of photos (\$709) and proceeds from the WeeSale (\$48).
- So far, total allocations were \$5,296 with income of \$3,367 but we have not yet had our major fundraiser for the year and accounted for any associated costs.
- Please see the information/charts below:

Allocation	Total
PTP Meeting Costs	\$902
End of Year Event	\$688
Mr. M for MD Day	\$325
Scholastic Fair Cash	\$245
Teacher T-Shirts	\$170
Family Reads	\$117
Int. Picnic Reimbursement	\$39
Grand Total	\$2,485

Source	Total
T-Shirt Fundraiser	\$1,231
Lifetouch Photos	\$709
End of Year Party	\$144
Family Night Out	\$138
Wee Sale	\$48
AmazonSmile	\$16
Grand Total	\$2,286



Amazon Smile	Notes
2/14/19	16.44 from 17 Purchases
2/15/19 - 4/27/19	25 People are Supporting the PTP and have made a total of 86 qualifying purchases.

Music with Mr. M (Mr. Maring): Reminder that the Family Dance program is on 5/30 at 4:30pm at the Clarice Smith Center and will last about 45 minutes. The kids are the experts with the dances! Come out and have fun!

A special thank you to Mr. M for the fabulous music program he puts on for our children. It is obvious he is loved, the music is loved and the kids love it all!

Elections (Ed Kenny, Chair): Thanks to Sam and Ed for all their work on this! Apparently, these elections are the first go in a while! One of the main roles of the Board of Directors is to oversee elections. You should have gotten an email about how to nominate candidates for the eligible positions. Will upload to GoogleDocs on May 15th and there will be write-in positions and then the Board of Directors will reconvene.

- **PTP Board of Directors** (5 service points) – The Board meets 2-3 times a year and has the following goals:
 1. Oversee the nomination/elections process for new PTP Officers and Board members.
 2. Fiduciary responsibility of being a non-profit, including filing and overseeing stewardship of funds.
 3. Make sure the PTP and officers are on the right track

- **PTP Officer positions (10 service points)** – Below are the four positions with a brief description:
 - ❖ President – Helps to build and create community among CYC families, teachers, staff and children and encourages parental involvement; supports fellow PTP Officers in their roles; organizes PTP meetings/activities, creates agendas, and arrange organization meetings before the actual PTP meetings; elicits feedback; works with CYC administrators/staff; listens to parent concerns and brings them to attention; and, most importantly, keeps CYC families informed.
 - ❖ Vice President – Supports the President in building a strong CYC community; serves as the Fundraising Coordinator (coordinates T-shirt fundraiser) and works with the Major Fundraising team; assumes specific projects/responsibilities as designated by the President and substitutes for the President when necessary.
 - ❖ Secretary – Supports President and VP in building community; takes and distributes minutes of the PTP meetings; posts notices and reminders of meetings/events; oversees attendance sign-up, setup and breakdown of the PTP meetings; maintains the PTP bulletin board in the vestibule; works with the PTP Officers to promote PTP initiatives.
 - ❖ Treasurer – Maintains and balances PTP financial records; coordinates the money-side of fundraising events (providing cash, payments, deposits, etc.); orders and pays for pizza for the PTP meetings; works with PTP Board of Directors to ensure fiscal responsibility, payment of taxes, etc.

- **Other Available Positions**
 - ❖ Historian (10 points) – maintains historical records of the CYC/PTP. Organizes files and is responsible for collecting information on events/activities of PTP.
 - ❖ Class Representatives (10 points): Attend PTP meetings and report to parents what is happening in the classroom; serve as liaison between PTP and class families; organize holiday gifts for teachers; organize class gift for silent auction/fundraising. (6 available – Purple, Blue, Green, Yellow, Orange, Red)
 - ❖ Committee Chairs (10 points): various opportunities – look at CYC Parent Handbook for more info
 - Fall Welcome to the Community/International Picnic
 - Families Read Program
 - Book Fair
 - Fall and Spring Teacher Appreciation Luncheons (may be split at 5 points each)
 - Family Night Out
 - Major Fundraising Committee

The PTP Officers have created a Google Drive to store various documents for future officers to provide consistency and knowledge.

Major Fundraising Team (*Meghan Simpson, Margaret Bereano, Erin Hogan, Team Chairs*) – The online auction takes place from May 10-17, 2019. Here is a [link to the catalog](#) – invite your friends, family, and alumni to take a look and bid on an item when the auction opens on the 10th!

On May 18th from 4-7pm, there will be a family-friendly event at [Art Works Now](#) in Hyattsville. Come and celebrate the CYC community and bid on additional auction items – this is the only place where you’ll be able to bid on classroom baskets/gifts! Participate in creative fun, and enjoy food and drink! Tickets are \$10/person. There will be facilitators there to do activities. Come and enjoy pizza, cookies, treats, and (donated) beer! Come have fun, bid on items and enjoy the company of your CYC community!

GREEN Committee (*Ms. Vera Wiest, CYC In-house Sub & Web Developer*) – The CYC is committed toward working toward a cleaner environment with many activities and programs that take place daily or throughout the year. The CYC staff have attained the highest Green Office award of Platinum! We’ve renewed our Maryland Green School and Eco-School USA Green Flag awards. To quote one of our CYC children – *“We need to take care of the Earth because that’s where we live.”* – *Samantha, Blue Room.*

FAMILIES READ program (Ms. Anne Daniel, CYC Asst. Director & Becca Rapoport, Chair) – Welcome back to Mrs. Daniel! Thank you to Becca for assisting for the past two years and a huge thank you to the teachers who stepped in while Ms. Daniel was out to keep the program going. The program will continue for a few more weeks so there is still time to complete the program!

NOTE: SERVICE POINTS LETTERS WILL BE SENT OUT AFTER THE MAY 18TH EVENT. Please make sure you post in the service point books any points you have accumulated.

CLASSROOM/COMMITTEE Updates:

Red Room (Rita Choula, Rep) – Current study is plants with a particular interest in flowers. There have been field trips to nurseries – talking to experts. The children made colorful flowers in the classroom. We are in need of mulch for our class garden! You can earn service points!

Orange Room (Susan Miller, Rep) – The shoe study has been completed. The children built a shoe store in dramatic play with fun names. The culmination projects included books, posters, or presentations (videos/displays). Children painted outside next to the garden for inspiration. What is next? Voted on bugs, painting, or trains and trains won! Will go on a field trip to ride the metro. Learned about maps, made applesauce and smoothies. They are painting with marbles and bugs in resin.

Yellow Room (Caitlin Marshall, Rep) – The Yellow Room finished their dog study with a visit from a campus police dog and local vet. They made sculptures and looked at many videos and books. They are now doing a mini-study on camping – being creative in dramatic play. The yellow room will be donating TWO baskets by “Big Bad Wolf!” for auction.

Green Room (Bryon Bereano, Rep) - The Green Room is still doing their Restaurant study and have 3 more field trips! They have seen kitchens, the back of the house, the UMD Dining Hall, and (miraculously!) had a lunch at Denny’s. They set up a restaurant to take orders, have bussers, etc. Will be culminating in two weeks. The class has put together a quilt for the auction event.

Blue Room (Stacey Carlson, Rep) – The current study is Restaurants! Talked about the different types from counter to sit-down. Went on several more restaurant field trips to Cedars of Lebanon, UMD Dining Hall, and Denny’s. The study will culminate soon and they are planning a surprise for the parents (this ended up being a restaurant in the classroom – Eat It Up! The children did everything and the parents were customers). The next study is butterflies – just purchased caterpillars and are watching them grow and hope to see them turn into a chrysalis and have butterflies emerge! On 5/31, there will be a Kindergarten celebration. Where did the time go?

Purple Room (Patricia Bory & Michelle Garvin, Reps) – Did a mail and delivery study. Had 3 field trips – went to 2 post offices – got to see in the back, sort mail, and go on a mail truck. The children noticed gender differences in roles and had a discussion about that. Created a post office in dramatic play. Had a paper student who did things with the students and was mailed. Their last trip was to the National Postal Museum – saw old stamps and other interesting things. The last project was letter writing to families. They found a beetle on the playground and that re-sparked an interest so they have been talking about that lately.

Be on the lookout for emails about dates and deadlines for these last events!

If you have any ideas you’d like to share or would like to assist or participate in the PTP, please contact any of the PTP officers or email cyc-ptp@umd.edu.

REMINDER FROM PREVIOUS DISCUSSIONS:

- **PTP Community Discussion** of what you'd like the PTP to do in the next year or next five years. Community was broken up into four groups who discussed among themselves and then shared their ideas.

GROUP A:

- *Play dates among classroom or regionally*
- *Reach out to alumni and get information about resources after the CYC*
- *Toy Swap or Stuff Swap (like the Wee Sale but just among the CYC Community)*
- *Organize a Sports Day or something similar*
- *Merchandise with the CYC Logo*

GROUP B:

- *Playdates, especially on CYC days off*
- *Mentoring for new parents to "learn the ropes"*
- *Local chapter by zip code, organizing Saturday play dates, etc.*
- *Restaurant nights out at specific times so that kids can be there at the same time*
- *CYC PTP sponsored 'lateness' insurance (i.e. pay ahead at a half-rate up to a certain amount/number of times, if don't use it/lose it)*

GROUP C:

- *Ways to support the PTP – how can we do this, what things would help?*
- *As the PTP is a non-profit, are there grants we can apply for? While the PTP is not a school, grants are available for events that foster community, etc. Parents who have grant writing experience?*
- *Social activities beyond the International Picnic (like a Sports Day, Carnival, Festival, etc.)*
- *Play dates on "off" days which could include a Families Afternoon Out opportunity, similar to Families Night Out, but as lunch instead of dinner for additional fundraising*

GROUP D:

- *Dinners at restaurants – the challenge is the style of restaurant that may/may not be inclusive for kids, but something different might be nice*
- *Photographs of kids for purchase (as they engage in activities or portraits in a natural setting)*
- *Addressing challenges of participation in PTP – perhaps a PTP presence during the gradual entry days to elicit people to participate, or a welcome picnic for new parents which could serve as a resource down the line*
- *Having some kind of CYC PTP kid-friendly service-based activity*
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These are great ideas! Encourage our community to take the helm and volunteer to be an officer and leave the PTP better than you found it!