



Whittier Elementary PTA | Frederick, MD  
**MEETING AGENDA**

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### **September 29, 2021 | General Membership PTA Election Meeting**

Attendance: There were 39 individuals in attendance including: two members of the previous board - Elizabeth Dobson and Sarah Meyer, administration – Lorcan OHeithir and a member from the county PTA – Traci Tatum

#### **MISSION of the PTA:**

- **A Powerful voice for all children**
- **A relevant resource for families and communities**
- **A strong advocate for the education and wellbeing of every child**

#### **CALL TO ORDER**

- Elizabeth began the meeting, with an explanation of the night's agenda, at 7:42pm

#### **APPROVAL OF AGENDA**

- No formal agenda was presented. Elizabeth explained the purpose for the meeting, in that we will be voting in four new members to the board of the PTA.

#### **Approval of Meeting Minutes**

- No minutes from the previous meeting were presented for approval

#### **TREASURER'S REPORT-**

- No treasurer's report was shared for approval

#### **UPDATES | OUTSTANDING BUSINESS**

- No outstanding business was presented

#### **NEW BUSINESS-**

- Elizabeth shared that this meeting was solely for the purpose of voting in four members of the new PTA board.
  - Patrick Hathaway asked for clarification of the board positions
  - Traci Tatum gave a brief overview of what each position generally does while Elizabeth was looking for the specific descriptions for Whittier PTA
  - Elizabeth shared the position descriptions for all to read
- Traci explained that members would be asked to step forward to come from the floor for each position and each would share a bit about themselves and why they are a good candidate for the position
- Elizabeth began asking for volunteers to take the role of President of the PTA.
  - Jennifer Leitzel and Patrick Hathaway both stepped up for the President position
    - Jennifer shared briefly: she's been involved with Whittier for many years, has a daughter in 5<sup>th</sup> grade and son in 2<sup>nd</sup>. She's been involved in Blessings in a Backpack with the school. She's interested in fresh ideas for the PTA and wants to increase membership and a better involvement in the community.
    - Traci questioned Jennifer's thoughts on the Mission of the PTA and how to ensure the board has adequate training
      - The mission was shared by Elizabeth, as it had not been shared at the start of the meeting



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- Jennifer agreed with what the mission stated and shared she would want each board member to attend training classes offered through the county
  - Patrick briefly shared: he's new to the school and has a son in kindergarten. He has been on a board as a chair and vice-chair for a local non-profit organization. He has a bit of experience as a board member in different settings. He would like to advocate for families & help work on ways to alleviate stress in students. He also would want to see the board trained.
- Elizabeth began to explain the voting process but there was discussion from members on wanting to learn about each of the candidates for each position before voting, to ensure a team that could work well together.
  - Traci Tatum argued the plan of voting with no definitive reasoning, other than members would have to remember who each person was when it came time to voting. There was discussion on Elizabeth having endorsed one of the candidates and that members were capable of taking notes and making informed decisions.
  - After some back and forth discussion, it was agreed that members would hear from each person that was interested in the four different positions and then vote on each position at the end.
- Elizabeth asked for volunteers for the remaining positions
- Vice-President: Beth Sands volunteered. Beth has been involved with Whittier for many years. She has a daughter in 6<sup>th</sup> grade, who was a previous Whittier student and a daughter currently in 1<sup>st</sup> grade. She is a teacher and also involved with the middle school and high school PTA. She ran unopposed.
- Treasurer: Sarah Mouradian volunteered. Sarah has a 5<sup>th</sup> grader and has been involved at Whittier for a number of years. She has helped with the PTA. Sarah is an accountant as her job and felt she would be a good candidate for treasurer due to her finance skills. She ran unopposed.
- Secretary: Kristina Trice volunteered. Kristina has a daughter in 5<sup>th</sup> grade and has been a part of the school for many years. She has helped on various committees for the PTA over the years. She ran unopposed.
- Traci asked to verify that all individuals voting were current members of the PTA. Elizabeth stated that Sarah Meyer (previous Vice President) and Lorcan OHeithir (principal) had acquired all membership forms at the start of the meeting.
- Elizabeth asked everyone to vote for one of the two candidates running for President through the chat box on the Zoom call. No one opposed the candidates for Vice President, Treasurer or Secretary.
- New board was voted in as follows:
  - President – Jennifer Leitzel (Jennifer.leitzel@gmail.com)
  - Vice President – Beth Sands (bgenesands@gmail.com)
  - Treasurer - Sarah Mouradian (samouradian@gmail.com)
  - Secretary – Kristina Trice (kristinatrice34@gmail.com)
- Elizabeth asked new board members to add their contact information into chat

### ADMINISTRATION UPDATES

- Lorcan thanked everyone for their attendance. He encouraged all attending members to continue attending every month and to volunteer throughout the year as needed.

### ANNOUNCEMENTS

- No new announcements

### ADJOURNMENT

- Meeting was adjourned at 8:35 without motion or vote. Previous board members stayed for a few minutes to set a time for transfer of duty meeting with the new board. Brief discussion was had for trunk or treat dates & teacher conferences. Meeting set Monday 10/4 at 7:30 to share information between previous and new boards.

*Minutes prepared by Sarah Meyer, PTA Vice-President 20/21*