

Hammond Elementary PTA



PTA General Meeting Minutes

Date: September 10, 2025

Time: 7:15 PM EST

Location: Hammond Elementary School Media Center / Google Meet Video Conference

Executive Board Members:

President: Aubrey Simon

Vice President: Sophia Quirk

Treasurer: Michele Haltmeyer

Secretary: Lora Weidner

Agenda:

- PTA Executive Board Introductions
- Approval of Meeting Minutes
- Vote on PTA Secretary
- Treasurer's Report and Approval of 2025-2026 Budget
- Principal's Report
- Upcoming Events and Reminders

Attendees

In-person

John Jones, Emily Griffin, Katie Moody, Bao-yen Nguyen, John Douglas, Angela Whatley, Laura Duncan, Li Yun, Sheetal Parida, Megan Eller, Michael Goff, Sennait Ghebresellase, David Simon, Sophia Quirk, Lora Weidner, Heather Moraff, Aubrey Simon, Michele Haltmeyer.

Online

Juliana Zeller, Jess Breedlove, Julie Provino, Nykia Mapson, Rachel Lee, Melissa Zawadzki, Arthur Milton, Kimberly Hoagland, Rebecca Garcia, Elizabeth Bradbury, Michelle Grillo

Quorum met? Yes

Discussion Notes:

Aubrey started by going over the agenda.

PTA Executive Board Introductions

- Each member introduced themselves.
- First item - voting of Lora for secretary
 - Megan Eller motion to approve; Emily Griffin seconded. All Aye. Motion passes and Lora approved as secretary.

Aubrey recognized and thanked the grade liaisons.

Approval of Meeting Minutes

- Lora read minutes from the last general meeting.
 - Emily Griffin motion to approve; David Simon seconded. All Aye. Motion passes and minutes approved.

Principal's report

- Heather Moraff introduced herself.
- Reported that everything went great with the first day of school. There are almost 800 students in the school. Was a success in large part due to hardworking staff.
- Thanked the PTA who kicked off pre-service weeks with breakfast and also for the new Tuffy the Tiger costume (thanks to David for wearing the costume).
- During the first week, discussed policy and student conduct in a kid-friendly way with each grade.
- There was an awesome turn out with back-to-school nights. They have other ideas on how to mitigate the crowds in parking lot and school with the growing population.
- There will be a whole-school family literacy night at the end of October. There will be more information to come. Will be a staggered entry due to the number of families.
- An ask to parents: if you are a family who uses the car loop but the child can ride the bus or walk, please have them ride the bus or walk because the car loop is very busy. If you are picking up via the car loop, please be sure to follow the procedures.

Purple Star School Program

- Introduced Captain Michael Goff who will lead the initiative. The kick off meeting is in September.
- Michael - Be on the lookout because there will be a lot of stuff throughout this year to support the military community since there are a lot of military families present in this area. Email is the best way for contact.

Treasurer's Report (Michele)

- Annual audit approved - will be up on the website.
- There was one reimbursement request that was not done in time and thus added to this year's budget.
- This year we will make more than enough money and that money will be carried forward towards next year. Harlem wizards game is extremely profitable.
- Michele went through the 2026 FY budget proposal.
 - Expenses are the same every year.
 - Operational expenses - pretty standard (e.g., office supplies). Some of the printing budget will be used towards restaurant night stickers.
 - Teacher supply fund - \$3,010 total and it is broken up by the number of teachers per grade. There is a teacher's wishlist (amazon) and PTA tries to get everything from that list. Cannot give money directly to teachers so they place orders themselves.
 - Didn't use the teacher emergency fund last year or teacher retirement fund.
 - Back to school breakfast budget was increased this year.
 - PTA conferences - staff and teacher appreciation items. Did increase bus driver appreciation because last year it ate into the PTA president's fund.
 - Support for students - supports student activities like spirit week and year end celebrations. The latter are new, not sure yet if the budget should be increased. (May need a vote if this happens).
 - Field date was a late request so we had to double the funds to apply for last year.
 - Back to school open house and play dates budgets are the same.
 - Safety announcement team had to be increased from last year.
 - Literacy night/talent show - sometimes this money is needed, sometimes not.

- Support for fifth grade hasn't changed
- Educational grants - only to be written towards the school for field trips and leftover funds cannot be applied to teachers. Includes both in-house and out of school field trips. Everyone used up the money last year. This money cannot be moved between grades.
- Major projects - none listed right now. Last year it was used for the sidewalk/blacktop and recess equipment. It can be used for whatever is voted as a major project. Heather noted there were some ideas brewing amongst staff. Aubrey responded that the board meets next month so she can get the list before then for discussion.
- President contingency fund is if money runs out somewhere else.
- Student assistance fund is for things like yearbooks for kids on subsidies.
- Fundraising projects: Harlem wizards event makes a lot of money. Goal is \$14,000. Sustains us for a couple years. Square1 art and readathon are profitable as well. Trunk or treat doesn't make that much money. Spirit wear wasn't profitable. Reminder that there is a donation fund for the book fair.
- Break even activities - no money made from these.
- Last year, restaurant nights made a decent amount of money. Hoping that happens again this year.
- Reminder that teachers who pay membership fees can get reimbursed.
- Total profit around \$30,000 if things go to plan.
- Vote to approve pta budget for this school year - David Simon moves to approve the budget. Seconded from Megan Eller. All Aye. Budget approved.
- Budget will be posted to the PTA website. Reminder that the budget isn't set in stone and can be shifted as needs arise.

Trunk-or-treat

- Question about whether trunk or treat is a fundraiser - Michelle said yes. Money from food trucks (10%) and raffles.
- Question about whether there will be a raffle of decorated Jack o lanterns. Last time this was discussed the idea was that the teacher team would make one for each grade.
- Aubrey - we still need to sign up for trunk or treat. Need this first and then will talk about raffle. Aubrey reminded everyone that you don't have to be a PTA member to attend or volunteer. We currently have 9 volunteers and need 25 in total. [Aubrey passed around flyer with QR code for folks in audience to volunteer.]

Question - has it been talked about resurfacing the rest of the blacktop? The response was that the PTA cannot fund projects that need to be handled by the school system. Heather - we are waiting our turn.

Question - is updating the playground equipment county responsibility? Heather - yes, it is, and we are very close in that line. She cannot share the exact timeline at this time.

Question - can we write grants for playgrounds? Heather - no. We have to use one of two vendors from the county. Michele - anything structural we cannot touch due to vendors/liability.

Question - do we have any input on new playground structures that are put in? Heather does. She noted that the mulch will be gone but they will give us very limited selections. Swings are a no.

Harlem Wizards

- Need day-of volunteers and they will receive free entry and t-shirts.
- Melissa Zawadzki (committee chair) - if anyone has questions please reach out.

Question - any information about the parent directory? We've had questions from parents about how to locate the directory in synergy. Others concurred that they cannot find it. Sophia to email Mr. Morris (County) to alert him of the glitch.

Upcoming Restaurant Nights

- Both upcoming restaurants donate 20% of proceeds to the school. Please see the PTA calendar for the complete list of restaurant nights.

PTACHC

- Changes to the APFO, which focuses on whether schools, roads, and infrastructure can support new housing growth. If current rule is met, then housing development is paused and there is a developer surcharge. With the proposed rule, capacity threshold is removed and developer surcharge goes up.
- This matters because overcrowding limits will be eliminated. Surcharges (even the higher one under the proposed rule) do not cover actual cost.
- PTA position - no school should be overcrowded or underfunded.
- Please learn about this and check out the PTACHC website and reach out to county executive and council to express concerns.
- Question - how does this school capacity compare to the threshold limits shown for the current rule? Heather - don't have the exact numbers but we are #6 for over-capacity. Have we seen the current rule go into effect anywhere locally? No one was sure.
- Question - is there a vote or deadline by which folks should reach out? Aubrey to find out and can share in upcoming newsletter.

A member of the audience noted they went to a redistricting meeting to ask about why this school wasn't included in this current round. Person they spoke to said there is a plan in 10 years to build a new elementary school for North Laurel. Indicates a further need to raise this issue with the county executive. Heather noted that right now the county is managing the schools worse (in terms of capacity) than us.

Question - Regarding the clothing bins located on premise, are they a fundraiser for the school? Heather - yes.

Aubrey thanked the volunteers who helped with back to school volunteers as well as the grade level liaisons. She reminded everyone that volunteers are needed for events.

Michele - please submit your disbursement requests for summer play dates.

Question - is there a stem night planned? This was done at Gorman and all the activities were sent up and volunteers from different groups in the community.

- Heather - opportunities for partnering would be great to help enrichment activities because there will need to be a shift since our GT team is now only one person.
- Aubrey - we can discuss this. Would need someone to chair.

Melissa Zawadzki - we are currently looking for community sponsors for the Harlem wizards game. Any small businesses who would like to sponsor - please reach out to Melissa. Their business would be on the shirts and announcements throughout the game. The deadline for accepting new sponsors is at the end of next week.

Motion to adjourn?

- David Simon motion to approve; Emily Griffin seconded. All Aye. Motion passes and meeting adjourned.

Action Item Summary:

Hammond Elementary Parent Teacher Association
8110 Aladdin Drive, Laurel, Maryland 20723

- Sophia to email Mr. Morris to alert him of the glitch in synergy related to the parent directory.
- Aubrey to get the list of major project ideas from Heather for discussion at the next executive board meeting.
- Aubrey to find out if there is a deadline for the proposed PTACHC rule change and can share what she learns in the upcoming newsletter.
- Please submit any remaining disbursement requests for summer play dates to Michele.
- Volunteers needed for Trunk-or-treat and both volunteers and sponsors needed for Harlem Wizard night.
- Executive board to discuss possible STEM night.

Next Meeting Details:

Next general meeting will be on Wednesday, November 12th at 7:15 PM.