

PTA COUNCIL OF HOWARD COUNTY: GENERAL MEETING

Monday, December 1, 2025

4th OF 2025-26 SESSIONS

Location: Homewood Center Cafeteria

Website: www.ptachc.org Email: board@ptachc.org

GENERAL MEETING

- 7:30 PM Call to Order, Establish Quorum, Mission Statement
President's Report (Cat Carter – president@ptachc.org)
Conflict of Interest, Ethics, and Confidentiality Agreement (page 16 of Free State Financial Guide)
- 7:33 PM Approval of Minutes (Ruth Cung – secretary@ptachc.org)
- 7:35 PM Treasurer's Report (Laurie Ramey – treasurer@ptachc.org)
- 7:37 PM Executive VP Report (Karina Fisher - executivevp@ptachc.org)
Advocacy Spotlight
- 7:40 PM Vice-President of Operations Report (Anthony DeBella - vpadvocacy@ptachc.org)
HCPSS Capital Budget Vote
County Executive Virtual Public Hearing on Budget December 18th 6:00 PM
- 7:43 PM Legislative Chair Report (Brent Loveless – legislative@ptachc.org)
Local Bills Legislative and Accessory Dwelling Units ADU Vote
State Delegation Public Hearing December 16th 6:00 PM George Howard Building
- 8:00 PM Board of Education Report (Meg Ricks – meg_ricks@hcpss.org)
- 8:05 PM Guest Speaker Topic: Homewood and Application Research Lab ARL
- 8:50 PM PTACHC Networking Activity: Brainstorming on advocacy
- 9:00 PM Adjournment

IMPORTANT DATES:

- 12/1 County Council Legislative Meeting 7:00 PM – George Howard Building
- 12/4 Board of Education Regularly Scheduled Meeting 4 & 7:00 PM
- 12/8 Joint Meeting with County Council and Board of Education 9:45 AM – George Howard Building
- 12/16 Board of Education Regularly Scheduled Meeting 4:00 PM
- 12/16 State Delegation Public Hearing December 16th 6 PM George Howard Building
- 12/18 County Executive Virtual Public Hearing 6 PM
- 1/5 PTACHC November General Meeting 7:30 PM – Homewood School**

RESOURCES HIGHLIGHT

National PTA: [Recruitment Tools](#)

National PTA materials focused on membership recruitment and retention and designed for PTA leaders to share, edit and distribute.

Free State PTA: [CONFLICT OF INTEREST, ETHICS AND CONFIDENTIALITY AGREEMENT](#)

The Free State Financial Guide is designed to be a financial resource for ALL PTA/PTSA leaders, new and seasoned, at all levels of PTA. This document is a guideline for fiscal management success for all PTA/PTSA units. (Agreement is found on page 16 of the guide)



CONFLICT OF INTEREST, ETHICS AND CONFIDENTIALITY AGREEMENT **(Name of) Council or Local PTA/PTSA**

Members of the Board of Directors (board members) of this Council or Local PTA/PTSA (hereinafter referred to as "PTA") serve in a fiduciary capacity and owe a duty of care, a duty of obedience, and a duty of loyalty to this PTA.

Board Members shall conduct themselves with integrity and honesty and act in the best interests of this PTA. Disclosure by a Board Member of any potential or actual conflict of interest is required by the standard of good faith and for the benefit of the PTA and protection of each individual.

In consideration of our PTA affiliation with the Free State PTA, for the protection of its integrity and its 501(c)(3) status, and for our protection, we, the undersigned officers, individually, during our terms of office, shall:

HCPSS News

[High School Advanced Research Program Information Night – Dec. 9, 2025 – HCPSS News](#)

[ARL Career Academy Info Sessions, Nov. 11 and Dec. 10, 2025 – HCPSS News](#)

[Nominations for HCPSS Principal and Teacher of the Year Due Jan. 7, 2026 – HCPSS News](#)

[Apply for JROTC Through Jan. 6, 2026 – HCPSS News](#)

[Emergency / Weather Closings – HCPSS](#)

[Barriers to Belonging Survey – HCPSS News](#)

PTACHC Delegate Report Form

Date of Meeting: _____

Refer to agenda for notes on main points/issues of meeting:

List issues voted on, what they were and what was the result of the vote on each issue:

List any matters referred to local units:

List future meetings:

Delegate's Signature:

Delegate's Guide

Delegates are the most important communication link between your local PTA and PTACHC. The local PTA's bylaws determine how their delegates are selected. The monthly General Meetings provide an opportunity for delegates to present ideas, debate issues, become better informed, make personal contacts with other PTA leaders, and vote on PTACHC business. *Please forward your delegates' contact information to the council office after their election.*

COUNCIL DELEGATE RESPONSIBILITIES

The Council PTA Delegate has an essential and very important role in PTA. Each PTA has 2 delegates + the PTA president.

Each Delegate has the following responsibility:

Council:

- Attend all PTA Council regular meetings or see that an alternate attends instead.
- Represent your Local PTA as a voting member of the PTA Council body.
- Participate in all PTA Council discussions and deliberations. Each delegate (or alternate, if the delegate is not in attendance) is entitled to make motions, debate and vote at each PTA Council meeting.
- Take careful notes of announcements and the program at the PTA Council meeting.
- As a delegate you are expected to vote as directed by your local PTA unless authorized by your local PTA to use your own judgment. It is preferable for delegates to ascertain local opinion prior to voting. However, when time does not permit or consultation, a delegate must vote their conscience utilizing their own experience and good judgment. Each delegate has one vote, even though they may be representing more than one PTA unit.
- The privileges of introducing motions, debating and voting are limited to the voting body, which consists of the president of each local PTA or their alternate, two delegates or their alternates from each local PTA, and the members of the PTACHC Board of Directors (the officers and standing committee chairs).

Local Unit:

- Attend all meetings of the Local PTA.
- Maintain a procedure book.
- Using a PTA Council Delegate Report Form, report on the PTA Council meeting to your Local PTA members and/or its board of directors.
- A copy of this form should be filed with your PTA Secretary.
- Post announcements of PTA Council activities in the Local PTA's bulletin or newsletter.

Thank you to all who advocate on behalf of all children with one voice.