

Listservs Committee Work Plan, 2006-2007

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Patti Twigg, Chair and Moderator

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1100 Netherlands Ct.

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1) List of members and contact information.

Moderators for listservs:

MCCPTA_Presidents:

First name	Last name	Email address	Phone
Jane	de Winter	janedew@attglobal.net	301-949-5368
April	Keyes	abkeys@earthlink.net	301-515-8249
Cassandra	Abdelmeguid	abdelmccpta@hotmail.com	240-381-3448
Sharon	St. Pierre	Stpierre619@comcast.net	301-774-3613
Patti	Twigg	lptwigg@erols.com	301-384-3847
Victor B.	Salazar	vbsjpf@verizon.net	301-563-6780

MCCPTA_Bulletin:

First name	Last name	Email address	Phone
Jane	de Winter	janedew@attglobal.net	301-949-5368
April	Keyes	abkeys@earthlink.net	301-515-8249
Cassandra	Abdelmeguid	abdelmccpta@hotmail.com	240-381-3448
Sharon	St. Pierre	Stpierre619@comcast.net	301-774-3613
Patti	Twigg	lptwigg@erols.com	301-384-3847
Kay	Romero	kay2898@aol.com	301-946-2190
Liz	Wheeler	LizRvMD@aol.com	301-424-8457
Victor B.	Salazar	vbsjpf@verizon.net	301-563-6780

MCCPTA_Board:

First name	Last name	Email address	Phone
Jane	de Winter	janedew@attglobal.net	301-949-5368
Patti	Twigg	lptwigg@erols.com	301-384-3847

MCCPTA_Delegates:

First name	Last name	Email address	Phone
Jane	de Winter	janedew@attglobal.net	301-949-5368
Patti	Twigg	lptwigg@erols.com	301-384-3847

In addition, when an issue arises where additional expertise is needed, consultation with appropriate people is sought. For instance, when the issue of usage of the listservs for election notices was raised this past year, Pam Moomau and Vickie Rafel were consulted and their input was used to create guidelines. Ted Willard also helped with the formatting of those guidelines into a user-friendly document.

2) List of other people (within MCPS, county government, etc.) that you routinely interact with.

None.

3. Vision: *How does the work of your committee support the objects and mission of PTA and the focus of MCCPTA?*

The work of my committee supports the objects and mission of PTA and the focus of MCCPTA by enhancing our ability to communicate quickly with the locals. The more information that our locals have, the better they are able to advocate.

4. Goals: *Give a summary statement of your committee's goals for this year. Consider how you will identify attainment.*

My goals for this year are:

- Increase awareness of the existence and usage of the various listservs. This can be measured by the number of people subscribed to MCCPTA_Delegates and MCCPTA_Bulletin.
- Provide updated documents to website regarding the functioning and usage of the listservs.
- Create documents outlining the duties and responsibilities of the primary moderator.
- Provide assistance to any locals that ask for help with their listservs.

5. Action Steps: *What does your committee plan to do to achieve these goals? Include plans for meetings, mailings, etc., interaction with other MCCPTA committees,*

MCPS staff you may work with and in what capacity, other county, state or federal agencies, organizations you may contact as part of your action plan.

To achieve the outlined goals:

- Attend the committee fair at the September DA.
- Provide notices for the President's letter containing information on how to sign up for the listservs.
- Work on documentation as outlined above to be completed no later than May 2007.

6. List of Information you are going to collect/compile for the MCCPTA web site.

Any updates to documents describing listservs, their usage or functionality.

7. Expenses: *Include costs of mailings, copying, supplies, awards, etc.*

none.