

**Board Attendees:**

Alyssa Adeyemi, Liz Gibbons, Sue Rizzardi, Amy Furgason, & Shanon Griffith

**Cherry Run Representatives:**

Jeannie Waters, Dawn Harmon

**Members:**

Kim Hintos, Anne Neumann, Marc Yoon, Nakesha Harris, Edward Reynado, K. Linda Emerson, Constance Genne

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Meeting Minutes:

**Call to Order:**

- Thank you to everyone for coming to a December meeting
- Kim Hintos Update:
  - 170 families as of today for membership
  - With extra funds, K. Hintos suggests a focus on the whole school:
    - Ms. Hurley's upcoming conference
    - PE requests
    - Rug request for music room

**Principal Update by J. Waters**

- M. Bibbee unfortunately had a death in the family and could not attend.
- On track for moving in January
  - Tentatively scheduled for the teacher work days – Jan 29<sup>th</sup>
  - Everything is moving quickly and on schedule
  - There had been professional development scheduled for that day that will have to be worked around.
  - The younger grades will be moving to a new space, and 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> will be moving inside.
  - May request parent volunteers to help with some of the classrooms.
    - Can be organized through room parents.
    - Needs will depend on the individual teacher, as to whether they want help.
    - Look for signup genius notices from your individual teachers.
  - It would be great if the PTA could provide snacks or some sort of treat for the teachers who will be working late into the night that evening to move.
  - Library and storage rooms are not moving.

- Post January Renovation Update: Almost finished with the exception of the 6<sup>th</sup> grade rooms and some of the special education rooms.
  - They will also be taking back down the temporary areas, and then they will evaluate the blacktop completion.
  - Blacktop – important to the 6<sup>th</sup> grade end of year party and the parents would like to know as soon as possible whether this will be completed prior to the end of the year.
  - There is already a demand for the trailers so they should be gone fairly quickly.
- eCART testing is finishing up before the break.

### **1<sup>st</sup> VP Report**

- Donuts with a VIP
  - Positive feedback and well attended event.
  - Starbucks and Shoppers donated coffee and donuts.
  - Cards from the kids were sent to the VA, some were sent overseas and a couple other places.
  - Would be nice to put something in the Weekly Highlights to let everyone know about the cards.
  - D. Harmon will try to provide pictures if possible.
- Bingo Night – January 15<sup>th</sup>
  - Notice will be sent home this week
  - We are asking for donations for new or gently used prizes for the event, please drop off at the front office (Books, games, lego sets, etc.)
- Ledos: We made 452\$ in two nights
- Chipotle: upcoming restaurant in February and we get a higher percentage back.

### **2<sup>nd</sup> VP Report**

- News: Amy will be transferred in February. This leaves an opening for the 2<sup>nd</sup> VP position on the PTA Board.
  - We would like to open this vacancy.
  - Nominations will be open up until January 17<sup>th</sup> and we will hopefully elect a new officer at the next meeting.
- “2<sup>nd</sup> VP” Title is intimidating but this is a great position to make friends and get involved, and a lot of the beginning of the year work has been completed.
- Recognition:
  - Connie Genne – Directory Committee Chair
    - Huge thank you for the countless hours of hard work on this project.
  - Jessica Bradley – Special Education Committee Chair
    - Organized the events for the Celebrate You week
    - Great work on the Compassion Tree and bulletin board
    - Thank you for all the hard work
  - Ayleen Crook

- Thank you for the bench and compassion tree work as well.

### Treasurer Report

- Treasurers Report and Budget provided.
- Update: Taxes have been filed for this year.
- Only thing left to do is make sure we have current bylaws
- Proposed Budget Changes:
  - Rebates Cards:
    - Kim Painters new initiative
    - Expected \$50 and made closer to \$200
    - Would like to update the line item to reflect the actual amounts
    - Motioned and Seconded
    - Passed
  - Spirit Wear:
    - Made more money than originally budgeted on this item
    - Would like to update the line item to reflect the actual amounts
    - Motioned and Seconded
    - Passed
  - Membership Updates:
    - Made more money than originally budgeted on this item
    - Would like to update the line item to reflect the actual amounts
    - Motioned and Seconded
    - Passed
  - Classroom Supply Money and \$1200 professional development available
    - Would like to remind staff to please spend their allocated \$100.
    - Due Date: we can discuss this
      - February suggested as the cutoff before we open it up for seconds
      - Members agreed this is a good date for the initial funds cutoff date
      - Please communicate to the rest of the staff
  - Room Parent Funds:
    - Please remind Room Parents to spend this money and submit the receipts
    - This is \$100 per grade for SOL activities
    - Must be academic purposes
    - Amy will send a reminder to Room Parents
  - Grade Level Programming:
    - Haven't had an update from Kim Painter
  - Ms. Hammond – Library:
    - Spending money on great new books
- \$2200 of extra funds:
  - Where should we reallocate this money?
  - Field Trip Money was cut by \$1000

- We need a new electronic sign for the school
- Music Teacher has requested a rug
- K. Harris:
  - Replace the cuts first
  - Field Trips, Professional Development
- Can we ask parents to make suggestions?
  - This was brought up at the last meeting
  - We ask that parents come to the meetings with these suggestions
- Carpets / Flexible Seating:
  - All new classrooms will be tile and lots of teachers will be requesting rugs if we open that up.
  - Should we look into specific fundraising for this need?
  - We could create a committee to look at this need – reach out to see if there are connections.
  - D. Harmon offered to assess the needs for the teachers.
  - Other schools have had teachers write proposals and submitted it to the PTA (a teacher research effort).
  - We have a cutoff on using funds and want to spend the funds on this school year.
  - Would like to hear from the school that this is an official sanctioned effort and let the parents understand why we are doing this. Parents would like to understand the new structure.
  - Thank you to the teacher involvement because this helps us evaluate and understand the needs.
  - Instructional Funds are usually tapped for helping with these types of items, but there is not a lot of money in the school budget right now.
  - Let's include these issues / concerns in the Weekly Highlights.
  - Would also be useful to know how much the school is willing to contribute to these costs.
- Document all parent requests and suggestions for fund allocations and broadcast that we will be voting on this at the next meeting.

### **President's Report**

- Weekly Highlights vs Cardinal Connection:
  - They are a little repetitive now because the Highlights are getting better.
  - Suggest changing the Cardinal Connection to more human interest stories and less frequently.
  - Suggest having it quarterly and possibly in print.
  - Could also have students submit writing – particularly primary grades
  - Helpful to reach those families that prefer print.
  - Print shop will be willing to help.

- Members are in favor of making these changes.
- Clubs:
  - Only have the two clubs: Yoga and Guitar
  - Guitar Club:
    - Parent concern about communication and children being left alone or outside.
    - Complaint that the instructor is showing up late.
    - Please follow up with the Guitar instructors – parents do not have any contact information.
    - Should there be a designated person there responsible for the students?
    - Discussion can be continued offline. Would be helpful if the parent communicated with the Board directly.
  - Both clubs will resume in early winter.
  - Lego Club will be held on the early release days in January (pending approval).
    - Robotics Challenge – Lego based, suggested club for next year.
  - Working with Ms. Rodas to start a Free Create club.
- Committee Updates:
  - Crossing Guard: Appreciation Day is in February
    - Nominations opening in January for outstanding crossing guards
    - Solicit feedback and needed her name
    - Include name, picture and link in Weekly Highlights
    - PTA Board will follow up.
  - Connie: Directory
    - Claudia Coles provided a print shop contact which was a huge help.
    - \$175 total print cost, and we received 10 extra copies
    - PTA membership is identified in the Directory this year for quick reference for teachers and staff.
    - Staff information all updated.
    - \$5 cost for non-PTA members.
    - Non-members should contact Kim Hintos if they want to purchase.
    - Would like to use this contact for other printing opportunities
    - How much are copies?
      - Connie offers to be a liaison for printing activities in the future.
      - PTA might use this print shop contact for more printing / copying.
- Can we send flowers to M. Bibbee for his loss?
  - This is not typically a PTA funded event.
  - The school may provide information for parents.
  - Would be nice to step outside of the constraints of PTA and donate because M. Bibbee is such a major part of the PTA.
  - The Board will evaluate once there is an official notice.
  - Next Meeting: Pohick Library (LOCATION CHANGE)
    - Jan 25<sup>th</sup> 7:00 – 8:00 (Ms. Hurley will do a Yoga Presentation from 6:00 – 7:00)