

Board Attendees:
Jason McConachy, Kim Painter, Sarah Yurasko, & Becky Rotem
Members:
Lisa Baxter, Veronica Chittim, Ashley Kudirka, Courtney Hagemeyer, Jeffrey Brust, Mena Nakhla, Jennifer Hallman, Molly Quinones, Kristin Fancher, Angela Austin, Leslie Lauth-Torres, Charlotte Adamo, Cindy Allen, Joanna Sampson, John Willemit, Gayne Zimmerman, Casey Obringer, Katherine Seto, Kara Goehring, Kim Hintos, Mark Bibbee

Meeting Minutes:

Call to Order

- J. McConachy called the meeting to order at 7:05pm.

Welcome from PTA President

- We are often asked, what does the PTA do? Why is the PTA important? Everyone except Sarah is new to the board, and we've been having exec board meetings since April. In July we had a committee chairs meeting. In August, we had 3 new family events: playdate, pool party, and ice cream social. Just in August / September the PTA has done the following to help our community, families, children and staff:
 - Beautification committee picked up school grounds
 - Back to school bash
 - PTA Sponsored a breakfast for teachers
 - Boo Hoo Woo Hoo after 1st day of school
 - We implemented e-payment for spirit wear and membership dues – which was requested
 - We drafted a budget
 - Communicated with families a lot between email, website, signs, PTA Facebook page, and Tuesday folders.
 - We have 3 clubs – cardboard, running, and yoga
 - We have a school theme – BELieve in YOUrself – Be YOU which we hope to roll out to the yearbook with a student contest
 - We've got spirit wear which you can purchase
 - We attended a Fairfax County Council PTA meeting
 - School kits
- Membership:
 - Kim Hintos is here for anyone who still needs to join. Membership is a big part of our budget. We don't go door to door for fundraising, but that's why our price to join is what it is – it's a fundraiser and membership in one. We've gotten feedback that folks like that.
 - We have been asked: if I become a member, do I have to volunteer? Answer: No, we can just take your membership donation – but we do need volunteers! All of these events were done by committees. There is a correlation between the amount of volunteers and what we can do.

- If you haven't volunteered, please consider assisting on one event. Get friends, pick an event, and help. Kristin, Staff Relations Chair, is moving at Thanksgiving – her role in particular is opening up. It's an opportunity for folks to step in and help out there.
- PTA staff relation's breakfast:
 - Kristin Fancher has been chairing the PTA's staff relations committee for 1 yr +. It was an awesome breakfast for the staff, thanks for all donations. Staff was very thankful.

2nd VP Report:

- In addition to staff relations, we need a volunteer for school kits (the role involves getting together supply lists so parents can order kits for next year).
- Sarah also supports room parents, and room parents will be hearing from her soon.

SCA Update:

- Given by J. McConachy
- We will continue with student updates from the SCA this year, but they couldn't be here today. They will provide an update at our next meeting. There is going to be a contest or fundraiser about recycling plastic bags. More coming out later, but you can hang on to plastic bags.

Principal Update:

- A focus this year is communication and relationship building.
- In the FCPS Family engagement survey – it was noted that parents wanted more info directly from Principal. 99% of people wanted an email directly from the Principal. These Principal emails have been going out weekly now.
- Last week's email was about security procedures at school. Some parents asked for talking points on lock down drills, and there was information in the email.
- We've had a great kick off to the school year and hired great new teachers.
- We had great back to school nights, and a good PTA board.
- There was a question about school video surveillance and if there are any restrictions on use of footage? Answer: It's all exterior video. Mr. Bibbee can view the videos with parents, and we follow rules and regulations on how the videos are used.
- Please feel free to contact Mr. Bibbee any time with questions.

2018-2019 PTA Audit:

- Report given by J. Hallman
- The audit report is that the books were in good shape.
- No questions about the audit.
- Approval Vote:
 - Motion to accept the 2018-2019 audit: Kim Hintos
 - Seconded: Kristin Fancher
 - Passed by popular vote

- Current audit committee members are parents of 5th graders, and will eventually need new committee members. Contact Jennifer Hallman if interested.

Treasurer's Report:

- 2019-2020 Budget:
 - Donations - expected amount came from a conservative 150 families membership estimate.
 - Fundraisers – expected amount dropped a bit because we lost Giant fundraiser program. Giant retired the program.
 - We left Box Tops the same, and we are cautiously optimistic, but it's changing. You used to cut out, now they're switching to electronic and you have to take picture of receipt and text it. We are not sure how it will go.
 - Amazon – you have to go to smile.amazon.com
 - Library – we previously allotted \$3500 for books for library and this is \$2000 this year. An increase to \$3500 is a top priority if we get additional funds.
 - Facilities – last year there was a onetime spend for a mailbox, so this item was removed
 - Back to school bash – Terri was in charge, and saved money by not getting a DJ so it was only \$50 vs \$300
 - Student programming – Odyssey of the Mind was lowered. It increased last year because of a team going to states, but we budgeted back to the prior amount for this year.
 - SCA – they did a ton of activities on \$50 last year with extra funds coming out of the teacher supervisor's own pocket. Now she requested \$250 and we would like to give it to her.
 - School wide entertainment / assemblies – it had been \$2000 during construction because we couldn't do a lot at school. With construction over, we can do activities at school now so we lowered it to \$1200 to cover one assembly.
 - Reflections – National PTA art event. We did it for the first time last year, and increased budget for this year based on the actual spend last year. We had state / national winners last year.
 - Professional Development / Staff – most funding stayed the same
- Any questions?
 - Lisa Baxter: where do we get income aside from membership? Answer: The silent auction in spring raised \$6,000. From the auction proceeds, we paid for things like recess equipment and school subscription learning programs, new equipment for music concerts and books for certain grades. Box tops is another fundraiser, though low collections so far this school year. We are going to see how that comes out. We have smile.amazon.com. There is some flexibility with the budget as the year progresses, depending on membership numbers / restaurant night. We hope to come back and say we can do more.
 - Box tops – in addition to online collection, you can bring any paper box tops to the front office.
- Approval vote:
 - Motion to approve the budget as presented: Jennifer Hallman

- Seconded: Kim Hintos
- Passed by popular vote

President Update:

- Update on clubs
 - We've gotten off to a great start with clubs in the morning – cardboard, running, and yoga. The sign ups were popular.
 - People asked about afternoon clubs. We couldn't have them when school under construction, and after construction ended, halfway through last school year we were able to bring back some afternoon clubs. We don't have any afternoon clubs right now. We need people to assist running them. We need people to liaise and do vendor contact, and coordinate room reservation.
 - We estimate that being afterschool club liaison is about 5 hour commitment. This time includes researching vendors (we have a pre-certified list of vendors), talking about it with the PTA exec board, and getting a schedule and communications worked out.
 - If interested, contact Jason.
 - One person doesn't have to do all afternoon clubs. Each liaison could do one club, and you would not have to attend each meeting of the club.
 - You could propose ideas for clubs. As a board, we have guideline for the types of clubs looking to bring in: low impact, well rounded assortment.
- Communications reminder: if you're not getting the weekly highlights (which usually go out on Fridays), make sure you sign up. You have to opt in to receive these emails. We are also trying to update Facebook and post on the PTA website.
- Looking ahead:
 - We will send home in a Tuesday folder a calendar of PTA events for the year.
 - Restaurant day – next Wednesday (9/25)
 - Fall festival at Burke Nursery on 10/16
 - Book fair – week of Oct. 21
 - Reflections due 10/17, with gallery walk through on 10/24

Committee Chairs Report:

- Membership committee.
 - Membership numbers – 146 families have joined as of last night, which is 4 short of 150 goal in budget.
 - We had 22 credit card sign ups.
 - Directory deadline to opt in is 9/27
- Staff relations
 - This committee caters to teachers and staff. The chair puts up sign up geniuses, people sign up, organizes luncheons and grab and go breakfasts. Kristin Fancher needs help, and she's moving. If anyone wants to volunteer, talk to Sarah Yurasko.

Closing:

- Meeting adjourned.