| PTA Board Meeting Minutes C:\Users\chittics\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\T0N32TQJ\Little__little_lion_by_PattyHDesign[1].jpg |
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| Location: | Library |
| Date: | Wednesday, October 10th |
| Time: | 8:00am |

# Agenda details:

## President Report- Jane Davis-Boglione

### Overall update

##### Thanks to board members for all the effort.

##### Garden clean up successful; about 45 people

Will do a spring clean up

##### Blessings in a back pack hugely successful thanks to Sheila’s effort.

##### Disability presentation on October 1st; lightly attended but had a mix of special education community and typical developing community. Good discussion and feedback. Special Ed families felt like they had achieved their goals for the meeting.

##### ASPs—huge undertaking with Melissa and Whitney volunteering to help Baroody

##### Walk-a-thon got kicked off. Katie took whole thing in house which will save a lot of money

##### LA meeting: Military family requested more of a support for military families. Will fall under Kim. Dr. Z gave approval. First meeting on Friday.

##### Playground is finally happening. Kids should be excited for first piece of equipment today. Next unveiled in 6-10 days.

##### 5th Grade breakfast huge success. Teacher community appreciates.

##### Figured out volunteer renewal

### Review Schedule and upcoming events

##### Picture day date has changed. It is now on the 22nd. We need two volunteers 8:15-11 AM.

### Campagna connect!

## Treasurer - Kelly Wurtz

### Treasurer Update

#### Tax return going out.

### Audit Status

#### Approved and signed off on; will be presented at the Veteran’s Day meeting for general community for approval and sent to the VA PTA.

#### Kelly will be changing software; upcoming reports will be similar, but hopefully better to understand.

## Executive VP-Melissa Carstens

### ASP

#### Kicked off yesterday. We have a new onsite coordinator.

#### Jane notes that the biggest issue has been finding space for programs. Teachers often don’t like sharing rooms b/c the rooms are not left the way they are found. Have passed along these concerns to Baroody; we will need to also remind students in the announcements. In the future we may need to rethink how we approach this.

#### Katie P notes that a set of expectations would be helpful so that ASPs know what is expected from the teacher with respect to the room.

#### Diane mentioned another challenge is that some teachers want to be in their room working after school. She has not received too much feedback about rooms being a mess; she has received more feedback about teachers needing the room.

#### Marguerite proposes providing an incentive for teachers. Suggestion: gift card or something else to thank teachers. Baroody mentioned this as a possibility, as well.

#### Jane says we must sideline this topic for now, but we may need to find a different solution next year (perhaps cutting down number of classes).

### Uniform Locker

#### Susan said still have a lot of traffic.

##### 7:45-8:30 on Thursday mornings

##### 2:30-3:30 Tuesday afternoons.

#### Only issue has been that some people aren’t paying. We will create signs reminding people to pay will also make a note in eRoars.

### Tours update

#### Still haven’t found someone to shadow Alex.

#### There is a possible K parent who was a tour guide before and is interested in helping. Alex will try to connect with this parent.

### Yearbook update

#### Strong team this year.

#### Yearbook will coordinate the themes of yearbook pages with the themes of the events throughout year (e.g., Walk on the Wild Side themed yearbook page for the walk-a-thon).

#### Class photos for yearbook will be taken at walk a thon. We may also decorate the stairs for those pics.

#### There will be a photo both at walk-a-thon as well.

### Classroom Liaisons

#### Diane has liaisons for all but four teachers.

### Source out next VP

#### We need to start the process of finding a VP for next year as early as possible; the more shadowing we have, the better chances of a smooth transition.

#### Looking for someone willing to do work and can work well administration.

## Fundraising -Courtney Marshall/Elena Aida

### Walkathon!

#### Vendors

##### In the process of obtaining vendors to participate in the health fair.

###### Potomac Kempo

###### Gina White

###### Jess Purtell Yoga

###### Barre 3

###### Safe Routes to School

###### Brooke asking Local Motion Studio.

###### We haven’t heard back from Campagna

###### We haven’t heard back from the Y.

###### Katie P. suggests Scramble as a possible vendor/sponsor.

##### Vendors will include a flyer to put in the kids swag bags; will stuff bags in advance.

##### Looking for volunteers to donate oranges, water, etc.

###### Green Street Growers approving request for hay etc.

##### Tricia will help w/ punch cards for the kids to get punched as they visit the vendors.

##### We are still figuring out how to set up the pedometers. Logistically, give out before? Jane suggests we give them out day before and parents will make sure kids are wearing it.

###### Can flesh out/finalize plan at Thursday’s meeting

##### Will need help marketing the penny drive aspect in the week leading up to walk-a-thon. Courtney suggests being out maybe a week before. Jane mentions possibility of having someone outside for one to two days a week for next two weeks. Sheila mentions, based on experience will Blessings in a Backpack, it is helpful to have consistency. (People may forget change on one day, so it is helpful if they know that you will be there the next day.

##### Kelly: asked about the link and whether kids are gathering pledges like last year.

###### There is a PTA walk-a-thon pledge link. We will have it open for a week or two after the walk-a-thon in case kids get more money in.

###### That said, we are moving away from the “pledge” aspect. Kids are seeking donors or sponsors now. We stopped using 99 Pledges because they took a substantial portion of donations. This way we can keep more of the money.

###### Sheila had the idea of providing talking points for kids. Courtney will add ideas to the flyers to help ask for sponsors.

##### One of the bigger challenges has been getting the messaging right; Jane wants to ask Dr. Z to send out a letter as well. We have three weeks to the event, so we want to spend more time on the messaging. Today we’ve raised only $5507. Hoping to get 45,000.

###### For now, just keep sending messages about the event by a variety of means: FB, eRoars, a targeted walk-a-thon email to members, teacher emails to parents, etc.

###### Diane suggests that teachers could put info about the event in their weekly newsletters. There is a concern that if flyers are coming in on Wednesdays, they may not be going in the folders because teachers must stuff the folders during planning period. Best bet is to get flyers to the teachers on Mondays so they have time to put them in the folders.

###### Will also ask Ms. Spencer to talk about event on announcements.

###### Katie A suggests some signage w/ walk-a-thon/fundraiser message. Katie & Tricia will work on this. PTA will perhaps get a large walk-a-ton fundraiser sign that can be used over multiple years.

##### Need more at the fair in terms of sport/activity.

##### Melissa and Becky trying to work on sponsoring for water/oranges.

###### But, some parents like bringing in water etc. as an easy way to help and be involved.

###### Local Safeway/Giant may provide gift cards

##### Sign-up genius in terms of volunteers: will need most help with finding people to stand out on corners during the walk-a-thon. Jane will take on that challenge.

#### Courtney will send out invites to mayor, vice-mayor, school board candidates, etc. Will plan to invite everyone.

### Book Fair status

#### Teachers want to go ahead with the book fair. We have a volunteer to help with it.

### Dining-Out:

#### working on dates.

### Box tops

#### looking to see if box top collection bins are in the classrooms. Melissa will follow up

### T-shirts current and future sales

#### We have extra sizes. Can have them for sale on Veteran’s day.

#### We’ve received request to reverse the colors

## Secretary- Brooke McDonough

### PTA membership update

#### 49% of school population has joined, which means we are only half the school is getting eRoars.

#### We are cutting back the flyers, so there is a concern that we aren’t reaching enough of the school community. Jane and Brooke working with Dr. Z to target the families who have not joined so that they are not left out of the loop.

### Membership Directory update

#### Will go out before the walk-a-thon.

## Marketing/Communications -Leslie/Katie: Nothing new to report. Communications are going well.

### Fliers

### Roars and Tales

## Community Spirit -Tricia Holley/Katie Attiken

### Teacher b’fasts scheduled- October 17th (4th Grade)

#### Breakfasts next Weds.

#### Generally, comes together at the last minute in terms of sign up. Coffee is the most important thing along with something to eat.

### December 7th Holiday Movie night.

#### Still need to pick a movie.

#### Do we charge for this? We have always charged for pizza in the past, but we have provided popcorn & rice krispy treats free. Will try to do pizza free this year (especially b/c the fall picnic was cancelled.

#### Will have to do test runs b/c of sound system.

### Gift Cards

#### Going well and recipients very much appreciate.

## Family Involvement -Sheila Kennett

### Update Blessings in a backpack

#### Still sorting through all of the donations.

#### There are a few community places we can reach out to for if we need canned meat, etc.; but, we should have enough especially if we have a spring drive.

#### Heather Bobotek is no longer on the committee; but we have a new volunteer: Donna Gebhardt.

#### For next year, we can suggest that people can also donate gift cards to grocery stores.

#### Jane notes that having donation table visible at drop-off helps in terms of visibility and sense of community.

1. Some in the school community have asked if we will have a sale on election day for B in a B
   1. Ultimately decided not to with input from Dr. Conlin, Sheila, and the rest of the board.
      1. It would be too much on the heels of the walk-a-thon.
      2. We’re in good shape; don’t want parents to feel under constant pressure to donate.

### Plan for Character Counts.

#### Sheila has met with Ms. Ford to discuss.

#### There is a goal to rearrange some of the community activities so they correspond to the appropriate months (e.g., letters to Veterans in November as opposed to in the Spring).

#### The biggest issue with the program is providing sufficient opportunities for family involvement, while not overwhelming people. There is some concern that if there are too many activities, it overwhelms families and then people do not get involved.

##### Sheila suggests that we have a maximum of two activities per month. We could have something in house (e.g., letters to Veterans written in class) and an external drive for families to donate. We could also work to tie things in to programs we already have. E.g., 5K for fundraiser could be tied into GOTR.

#### There are also issues with getting the word out about potential Character Counts opportunities.

##### E.g., This month there is a used sports equipment drive, but if you missed the flier, you are not aware of the drive.

##### Jane suggests the idea of circulating a single schedule of all activities by month (i.e., in an annual calendar). This would give families the opportunity to plan what they want to participate in early.

#### Will look to have an administrator to the meeting to help maintain.

#### Jane notes that this is an important program because it will help us regain our National School of Character designation. Dr. Conlin and Jane will talk to Dr. Z about this issue.

### Recap LCTA Gardens

#### Community clean-up was a success.

### Student Artwork

#### Volunteers are all set.

### Tutoring.

#### We have plenty of tutors; now Diane is working with teachers on identifying children. Diane is also looking for online programs that tutors can use with the kids.

### Special ed committee

#### Working well

#### Will be meeting to talk about recruiting new families. Want all families that want to be involved to know about this resource.

#### Will be increasing the numbers of peer buddies.

##### Still working on pairing buddies. (Dr. Conlin will work on).

##### Plan to launch the program at the end of the month.

##### Peer buddies will meet every-0ther week.

##### After it launches will have ideas where volunteers are needed.

## Special Projects -Kim Ryan

### Playground update:

#### Construction has begun. One piece in use; the other will likely be available the week of 10/15. But, will definitely be done before the Walk-a-thon.

##### Mr. Abed and Ms. Spencer will talk to kids about how to use equipment for safe

#### Irrigation and utility came out to ensure safety.

#### This is phase one. There is now $200K in CIP budget through 2023. But, need an additional 500K for a complete overhaul.

#### Demaine has shared parking spots for teachers as playground construction has taken up some of parking lot.

##### Demaine is having an event on the 28th: A trunk-or-treat in the parking lot.

##### Demaine asked if we could let kids know about it

### ADA accessible pathway leading from current padding to the new explorer dome.

### SRTS

#### Multitude of changes; at Wilkes and Patrick there is a new crosswalk. We are trying to get the city to extend the time for crossing between 7 and 8 am. Other crosswalks are planned but have been delayed a bit because of weather. Will be in before the end of the year.

#### Assembly on 11/16. PTA will have a brief presentation re results of the walk-a-thon (grade that raised the most money, etc.) Mike Doyle will be the key note speaker and will talk to kids about safety. He has suggestions for kids such as stopping and make eye contact with drivers.

#### Kim in charge of the assembly because Jane out of town.

##### Jane and Dr. Z will meet with Kim to discuss what preparation is needed.

## Legislative Affairs-Marguerite Rippy

### Update

#### There will be coffees in the LCTA Library on October 15th and 22nd from 8:00am-9:15am with school board candidates. We will continue letting the school population know about these meetings via eRoars. We will also post on FB.

##### 10/15 attendees: Veronica Nolan; Chris Harris, Michelle Rief, Chris Suarez; maybe Bill Campbell  (Jane Davis: bringing coffee & donuts)

##### 10/22 attendees: Marc Solomon, Jewlyn Cosgrove, Cindy Anderson, maybe Margaret Lobber (Marguerite: bringing coffee & donuts)

##### We want as many parents as possible to attend so that we can demonstrate how involved our parent community is.

##### Jane suggests that Katie and Leslie can make sure things are calendared are posted on FB the night before.

#### Need someone from the school at the coffees to talk about Core Knowledge. We want the school board candidates to know that we have a unique curriculum and are not part of the standardized ACPS curriculum.

##### Ms. Maslyn will be there to discuss Core Knowledge in a 10 minute talk.

#### Alex will be there to give a tour of the school after the coffees.

#### Alexandria PTA having whole candidate forum at Minnie Howard 24th 7PM in case parents can’t make the morning coffee.

### Prospective

#### LA Meeting on the 21st of November. There will be an eRoar reminder.

## Principals Update -Dr. Conlin.

### No updates.

## Teacher Liaison Report -Ms. Strong.

### Volunteer registration:

#### We received a list from the FACE center. A lot of frequent volunteers are not on it.

#### Volunteers should make sure they are still on the volunteer list.

### We have 100% teacher membership in the PTA.

### Tutoring is in the works

#### It will not start next week.

#### At this point, plenty of volunteers.

#### Accordingly, we should change our messaging in eRoars, etc. to tell volunteers to make sure they are registered w/ the FACE center. They will be hearing soon from Diane.

### New important issue: problems in the lunchroom.

#### Kids are not following rules. It’s not just noise, but also kids getting out of their seats.

#### Learning Environment Committee asked Diane to present to board an opportunity for parents to volunteer for a lunch shift.

#### We have two paid lunch employees at lunch, but we need more help b/c the school population and size of lunches has grown.

#### Volunteers would be trained regarding expectations in the cafeteria.

#### Lunches run from 11-1.

#### Diane will find a point of contact for the staff and confirm lunch hours.

#### Jane notes that we will need a few weeks to figure it out, but we are happy to help. We will perhaps work with classroom liaisons to find volunteers.