

SVES PTA Meeting Minutes

1. Call to Order and President's Remarks

The January 10, 2017 meeting was called to order by PTA President Dorie Howell at 7:05 pm.

2. Approval of December Minutes

Howell said the December minutes will be put forward for approval next month as she forgot to bring copies.

3. Principal's Report

Mr. West thanked everyone for their work on the PTA and coming out in the cold weather. He reported the following:

- Even when it is cold the kids still go outside so please dress them appropriately. If there is a wind chill warning we don't go outside. With a wind chill advisory duration of outside time is limited.
- This Friday is the Level IV AAP referral deadline. This is a hard deadline. Please contact him if you have questions. Part of the process is looking at the CogAt Scores which went home with 2nd graders last week.
- For emergency preparedness fire drills are conducted once per month and there will be a lockdown drill on January 23. This Friday with key staff he will do a tabletop training scenario with the FCPS office of security management and the Fairfax County fire and police dept. We will go thru scenarios and planning and get feedback from them.
- Next week Monday is off for MLK holiday and Friday for Inauguration Day. The end of the second quarter is on February 3 so there will be a 2 hour early dismissal and Monday, February 6 will be a teacher workday. Presidents Day will also be a holiday on Monday, February 20.

4. Treasurer's Report (Stacey Graf)

As of December 31, we have \$31,712.31. We made money off the Hoe Down and Skate Night events and had a number of donations to the Backpack Program including \$1,200 from the Cub Scouts. Enrichment money is also coming in. Current expenses include paying our vendors and our PTA dues. We also just got our first Box Tops check which was \$693.90. This will be announced through communications.

5. Officer Updates

5.1. Communications (Julie Harris and Kara Manton)

The Facebook group is doing well. We continue trying to up the enrollment. We are 2 short of a personal goal Harris set of 190 by December. Harris said Manton is doing a great job adding things and updating the website. All the information about enrichment programs is on the site. The Bulletin is going out weekly. The Bulletin really reaches the greatest number of people and we have an average open rate of 450. It is a pretty high open rate. Deadlines to include something in the bulletin are by the Friday prior if possible.

On March 1 we will have a destination dining fundraiser at Flippin' Pizza. There is a \$300 sales minimum that must be reached and for everything over \$750 we will get 50% of sales.

Talent Show date has not been set. Last year it was the end of April. Principal West said it probably needs to be the first two weeks of May. Khuong and Shallon did it last year and Shallon is willing to help. Julie will probably want to help.

The Communications team met with Meghan Murphy and she wants people to contact her with volunteer coordination needs and she will help. She can't attend PTA meetings.

5.2. Membership (Colleen Elliott) In Elliott's absence, Dorie Howell reported that since there wasn't a big push for early registration for enrichment programs given the holiday crunch there wasn't

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an increase in PTA membership.

Howell said the directory will be produced and uploaded on the website soon. Principal West and Shallon Hartke confirmed that it should be a directory of all students. There is software that can make a directory easily. Howell will look at that and make the directory available as soon as possible.

5.3. Enrichment Programs (Gamble Gilbertson)

Winter session registration is off to a good start and the fact that volunteering was repositioned as a cooperative model has helped build early sign-up for volunteer spots. There are some class spots available still. We need to get a few more registrations to ensure all classes meet the minimum. There are two classes with poor enrollment so we might not hit the minimum. These are Cryptography and Unique Techniques art class for grade 4-6. Discussion was held about combining the age groups for the art programs and whether that might be an option. Gilbertson will talk to Megan about wrangling volunteers and something will go in this week's Friday folders to remind people to register for programs. She will also contact the kids in the classes that haven't met the minimum and get them to recruit more friends.

6. Other Event Updates

Dorie talked with Nancy Darmory today about the basketball challenge which will be on April 28. Nancy found out that when schools commit to play other schools they usually do it as a 2 year commitment so since we didn't have one last year we probably won't have one this year. So next year we can find a school and this year will be an in school competition only. Howell said she has a great way of pulling these together but we shouldn't assume that and we should offer up ideas and help Nancy.

Mr. Platts has always volunteered his time for this event but we haven't paid him for this in the past. This year he rightfully wants payment and a contract. We do pay him for the Hoe Down. He committed to the date and then presented this. We all agree he is good and want to have him do this and will come up with something.

The good thing about it not being against another school is that we can do whatever we want. The Challenge is a great way to be in front of a ton of people. So Howell suggested maybe we kickoff the Laptop Initiative at this event. Nancy's aim is to incorporate as many kids as possible so as many families attend as possible. A discussion was held about finding a way for the 6th graders to compete against another school at another time in the school gym so they get that opportunity which they really enjoy instead of just playing against each other. Shallon wants to offer to still do the half time pep rally event and will extend it to 2nd grade. She has some cool ideas in mind.

7. By-law Committee

7.1. Howell reported that we need:

- 1) A Laptops Chairperson to guide that initiative over the coming 1.5 years.
- 2) We also need our Bylaws reviewed and reapproved this year. We need to form a committee to do that. Colleen volunteered and we need a couple more people to join the committee. This has to be sent off and approved by Virginia PTA. She has copies of the bylaws and will put them on the website to make them available.

8. Mini-Grant Application

Last time we had a mini-grant application for umbrellas. Mr. Platts checked with AAA and they are only doing the pullover parkas so he said it would be great if PTA can provide the umbrellas. Dorie will go ahead and let the grandmother who proposed this know that it has been approved and the PTA will donate \$100 for umbrellas for the patrols.

Discussion was held about announcing this and letting people know that things can happen if they

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make requests. Communications will announce it in the newsletter and on social media.

New Business

-5th Grade Teacher Mrs. Bell put forward a mini-grant application for 5th grade students to design and build two mini-libraries to be put outside the school building at the back where it can be monitored. She is requesting approximately \$400 but won't know the exact costs until the student's field trip to Home Depot to research the supplies needed. The students will also research illiteracy globally and make bookmarkers or labels to make people who read the books aware about global illiteracy issues. Students will donate the initial books. They will include a sign on the libraries alerting people that the libraries are for children's literature only so that inappropriate books are not left. Shallon Hartke made a motion to approve the mini grant, Stacey Graf seconded it and the motion was approved.

-Shallon said she has had a good response for help with administration for Amazing Earth. She is looking for someone who can eventually take the program over for her. She will reach out to moms who have been volunteering a lot with it and will be looking for a few people to take it on. It is manageable and is all set-up. Meagan will be asked to help with volunteer recruitment for this.

-Howell announced that she put a Facebook post out that she needed help with word processing and someone responded immediately so we just have to ask for help._

-Discussion was held about changing the April meeting date since it is scheduled during Spring Break and also about setting the March 14 meeting to the morning to allow those who suggested they would attend a morning meeting the opportunity to come. It was agreed that the March 14 meeting would be switched to 9:30 – 10:30 am in the cafeteria. 9:30 am is the earliest we can use the cafeteria. The April meeting will be switched to April 4.

Closing

Gilbertson made a motion to adjourn the meeting and Pellerin seconded it. The motion passed. The meeting was adjourned at 8:05 pm.