

# LAUREL HILL ELEMENTARY SCHOOL PTA MEETING MINUTES

September 15<sup>TH</sup>, 2016

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## MEETING NOTES

### **Meeting called to order: 7:03pm**

**In attendance:** President Patty Potts, Secretary Tonya Brown-Price, Treasurer Shaila Shaikh, VP of Fundraising Lee Ellis, LHES Principal Janice Dalton, and 29 other attendees that consisted of LHES Staff, PTA Members, and Parents:

Amie Prupas, Lisa Watson, Melanie Johnson, Lupita Fernandez, Pamela Coleman, Ali Alani, Vida Lopez, Diego Lopez, Addison Smith, Lisa Toler, Ginny Aliff, Megan Getter, Melanie Hardy, Jane Yoon, Trish Rowell, Haidee Lavina, Romeo Lavina, Michael Versace, Kristen Versace, Kevin Richard, Jane Rhee, Russ Noseworthy, M. Faisal Jared, Toko Gandire, Nsombi Hale, Tamika Mason, Sisay Gobeze, Rachna Garg, and Betty-(2016-17 Reflections POC and LHES Representative at County Council)

LHES PTA Board as of September 2016:

Patty Potts - PTA President

VP of Programs - Vacant

Lee Ellis - VP of Fundraising

Shaila Shaikh - Treasurer

Tonya Brown-Price - Secretary

Courtney – Sprit Wear

Trish Bazin - Membership

Terri Smith – Box Top Programs \*Soon Vacant

### **I. Call to Order/Welcoming Remarks: Patty Potts**

- Introductions of Members and Attendees (7:05pm – 7:20pm)

### **II. Treasurer's Report: Done by Shaila Shaikh - Treasurer**

- The LHES PTA has a current balance \$17, 997.00 on hand and the excel spreadsheet of the budget was distributed for review to everyone in attendance.
  - LHES has 923 students enrolled for the 2016-17 school year with 131 staff members and proactive measures are continuously reviewed to ensure a well-balanced student to teacher ratio.
  - LHES student drop off officially begins at 9am and qualified adequate staff members are available to supervise students and monitor their safe arrivals.
  - The beginning of each month fire drills are conducted and Fairfax county has implemented lock down drills that follow certain safety protocols to ensure staff and student safety in case of an emergency that has the potential of imminent danger. Some lock down drills are unannounced as it is necessary in
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order to help everyone to be prepared in case an actual situation occurs; there are 2 mandatory lockdown drills that will occur in the first 30 days of school.

- LHES is transitioning into more reading and project activities for homework assignments as a start of motivating children to become more engaged in learning. This concept is already in practice at middle schools and will better prepare the elementary grade levels for continued learning in their advanced years. Information regarding instructional websites will be sent to parents to enhance the at home learning experience.
- The PTA 2016-2017 Calendar and initiatives was provided, discussed, and approved. Upcoming fundraisers were covered in promoting the PTA's efforts to support school programs and staff. The PTA of LHES currently has 150 members and is actively seeking PTA enrollment of at least 280 members and increased participation from fathers.
- The upcoming events are as follows:
  - 1.) Screen on the Green, September 23<sup>rd</sup> 2016 from 6 to 9 pm with food trucks and allowing fundraising opportunity to remain with the 6<sup>th</sup> grade class.
  - 2.) PTA meetings will be held on the 3<sup>rd</sup> Thursday of each month at 7pm in the cafeteria.
  - 3.) The first sponsorship check of this year has been received from All Smiles Orthodontist
  - 4.) The PTA is working with 3 main fundraisers so far: Armchair Fundraiser, Basket Bingo Fundraiser, and Read-A-Thon Fundraiser which is a 2-week event.
  - 5.) November 2016 is the projected month for the Dine Around Fundraising.
  - 6.) The Teacher Appreciation Events will be done quarterly instead of monthly.
  - 7.) Having lunch with your child event is scheduled for November 11<sup>th</sup>, Veterans Day in which the PTA will provide dessert and the school is having a parade.
  - 8.) International Night this year is headed up by Melanie and will be in the month of March.
  - 9.) June 3<sup>rd</sup>, 2017 is the selected date for the Lion Pride Outdoor Celebration/Picnic. Volunteers and a planning committee is needed.
- All LHES Teachers were provided \$50 from the PTA to help with the costs of educational tools and supplies. Teacher trainings are also supported by the PTA.
- The Science Fair and project lead Patty Potts was a great success last year and is projected to be held in February 2017. Participation from students and parents are encouraged.
- 2 School Assemblies projected with Robotics as the first Assembly and possibly Anti-Bullying as the second assembly. Suggestions are sought after and welcomed.
- The PTA working to procure funds to purchase international flags to represent each country and display them in the school cafeteria.
- After school programs for the 2016-17 school year so far involve Spanish class, Girls on the Run, Boys club, Robotics, Guitar/Piano, Chess Club, Coding, and Acting for Young People.

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- Odyssey of the mind is a project based program being directed by Kim Thornburg; 6 volunteers are requested to dedicate time for the training that is provided and to lead with the project logistics with the children's group assigned to them. More pertinent details to follow in the progressing school year.
- Betty has been selected again this year as LHES liaison with the Reflections Program and as the LHES PTA representative at the County Council. Details regarding the Reflections program to follow as quickly as possible when received. Volunteers for Reflections are needed.
- Projected 4 Dine-Arounds this year with the first one happening in November. The other main fundraisers are Read-A-Thon, and Basket Bingo where the PTA is actively seeking gift donations as Bingo Prizes. The shop and earn Box Tops, Spirit Wear, Amazon Smiles (link on PTA website), and our newest addition Cause Network (link on PTA website) will continue as regular fundraising generators throughout the school year.
- Arm Chair Fundraiser to start off the fundraising year during October followed by International Walk to School Day on October 5th and Safe Routes to School is projected for the end of September 2016.
- The Hour of Code/Technology event will include demos on the 3-D Printers and other Apple Technology Products for attendees to sample. December 7<sup>th</sup>, 2016 is selected as Technology night during the same week of the Book Fair event.
- Volunteers are needed for various programs and events; all individuals with time to dedicate were encouraged to participate via signing up through Sign-Up Genius or contact LHES@gmail.com.
- 7:55pm - The PTA Board and Members voted and approved to move budgeted funds from the Instructional Library project to be utilized for document cameras for classrooms.
- Field Trip Numbers: This year there will be 1 field trip per class and the projected cost is \$5600 for the year.
- 7:58pm to 8:08pm - The PTA budget projections, PTA calendar, and Audit Report that was provided to all attendees was voted on and approved individually.

### **Adjourn:**

Meeting was adjourned at 8:10pm.