

September 14, 2018 PTA Meeting Minutes

Call to order at 9:34 am

Welcome!

Principal's Report:

- Welcome, we have 650 students this year. We've already had back to school night which was earlier this year. Parents should be getting a monthly update from teachers and every other week the school send a news you choose email
- New things - Jill Gallagher had her baby yesterday, and Claire Sefein also delivered today. Barbara Jefferson will be our long term substitute
- Salad bar is coming. It will start Sept 26th. The school will send a video, and the children will take a training on how to walk through. The cafeteria has changed to accommodate the new salad bar. Students will walk through the salad line first. A letter will go home, with an explanation of how the menu changes with a salad bar
- Laptops - 5th and 6th grade students will all have laptops this year. This should save on instructional time by saving on logins and enhance learning, looking to provide to all 4th graders as well on day.

Assistant Principal's Report:

- Crisis drills - we've had 1 every week so far (3 fire drills, and 1 lockdown). With 1 lockdown planned for next week. And 2 more lockdowns throughout the year. The school reiterates that the drills are for safety and knowing safe places and do not elaborate on the types of danger.
- Testing - letter about CogAT testing will be going out next week
- New family welcome will be after the PTA meeting to talk to Admin and specialists

President's Report:

- Overview of the PTA. We host lots of fun events, and support the school and teachers.
- Open positions - Louise Archer day position/historian, PTA liaisons, School Supplies, head the Audit. Please reach out to Abby if you are interested in any of these positions.
- A round the room of introductions

Treasurer's Report:

2018-2019 Budget

- Changed the format this year, grouping the line items so you can see the net.
- 6th grade event was reclassified to a community event from fundraiser, since the intent is not to raise money
- Community events are break even

- Note about before and after school programs. This program has a revenue and payment timing issue. We bring in revenue in one year, and pay bills in the following year. This is not a revenue generating program, but if participation increases it looks like revenue generating because the higher bills are paid the following year.
- The target for the cash reserve is \$30k, we are currently at \$40k, so will be doing more outreach to make sure the budgets are spent and that teachers take advantage of the PTA programs.
- Called for a vote - approved

Old Business:

Audit

- Audit looks good for last year. Minor suggestions, PTA needs to spend more money, only thing needed in reserve is enough to cover bills for the summer
- Try to make sure money is spent that benefits the community
- Looking for a new Audit chair for next year, committee typically meets in July

Program Announcements:

Room Parents and Teacher Appreciation

- Please let Kristin Herrmann know if you are the room parent, she will also reach out to the teachers. We've already done a few events, like stock the fridge and chalk the sidewalks.
- The teachers said they loved the events, and were super appreciative of the snacks during the teacher work days.
- We will likely do another SUG to stock the fridge for the Nov teacher work days, keep a look out for something in October.
- Thank you to everyone who contributed

Box Tops

- There's a new Pink mailbox for submitting box tops, so keep a look out for it. You can drop box tops in the mailbox.
- Box top packets will be sent home soon.
- Recently submitted 1375 box tops totaling \$137.50. Typically takes 10-12 weeks for processing

Dining for Dollars

- 9/20 is our first Dining for Dollars at Pot Belly Deli in Vienna from 5-8pm. They must mention Louise Archer or show the flier for the LAES PTA to get credit
- Tariff, the new Kindergarten teacher will be the star teacher of the week, she will be there from 5:30-7

- 10/19 will be our second Dining for Dollars event and is all day. You will also be able to pick up LA5K race packets from 6-8pm. Diners must put their detailed receipt in the yellow box in order to get credit.
- Looking to do Chipotle again soon

LA5K

- Will be October 20th
- Seeking key players of the 5K - particularly race Marshall who oversees the safety of the race and coordinates volunteers along the race route
- Could also use a Master of Ceremonies
- And a DJ
- Registration is open and there will be a popsicle party for the class with the highest participation
- Prices go up on Oct 5th
- Families are welcome to become Family Cheerleaders and get their name on the race t-shirt
- 5K awareness day is Oct 3rd and we could use some volunteers to hand out stickers that morning

Loyalty Rewards

- Encourage everyone to sign up for loyalty rewards (Giant, Harris Teeter, Amazon)

Membership

- Ongoing, so far membership revenue is up from this time last year

Directory

- If you are interested in advertising in the Directory, reach out to Doug Yeagle
- Opt-outs will be processed by FCPS in late September
- We aim to have the directory ready by mid-October

Minigrants

- PTA has budget of about \$10k in which teacher submit proposals on needs for their classroom or program. On October 10th (evening) the mini grants committee will be reviewing the proposals, and they will then determine the grants. See Mary Franceschini to sign up for the Minigrants committee

6th Grade Celebration

- Looking for volunteers. Need 20-25 volunteers on the committee. If they can't get the volunteers, there will be no celebration. The process is streamlined and documented, so

very easy. Supplies and decorations are in the PTA closet. Reach out to Mary Franceschini if you are interested in volunteering

- Mary Franceschini will be coordinating the class gift. A committee for the gift will be launched in January

Spirit Wear

- Free shipping dates for Spirit Wear is Oct 26 - Nov 12, but families can order now with a small shipping fee. Website address is www.louiseacherspiritwear.com

Sunshine Committee

- Celebrating teachers and staff by celebrating milestones
- 84 staff members whom we acknowledge with a token of appreciation for all that they do
- In September we celebrated summer and September birthdays

Reflections

- A creativity contest. Many different forms can be submitted. Submissions are due October 10th, in the library where there will be boxes. Form are going home next week with information. Reception is Nov 29th, everyone will receive some reward

Book Fair

- Nov 5-9th, could always use help during the days, and for setup, and will end with the Sock Hop. Set up will be the Thursday or Friday the week before, and could use parents will help with collecting money and take down of the book fair after the Sock Hop

Yearbook

- Looking for more help with yearbook. Involvement is the entire year, if yearbook committee can't make an event, then they ask for parents to submit pictures

Picture day

- Sign up genius will be going out to help the kids during picture day

Cultural Arts Assembly

- Working on events during the school year with music or other entertainment for about 1 hour

Original works

- Art teachers lead kids with a project, which are scanned in, and can be placed on items for sale. This program does raise money.

Booster year book ads

- Primarily for 6th graders, to give a shout out and show baby pictures

Sunbeam

- Submissions are due on Thursdays, will be compiled on Friday, and then sent out on Sunday

Odyssey of the Mind

- Still looking for parent co-chairs, we have enough volunteers for 2 teams, but we have enough interested 3 teams, we need more volunteers in order to have a 3rd team

International night

- This is Sarah's last year, so looking for a replacement for next year that can shadow her this year for an easy transition.

Sunshine times

- Also looking for a replacement next year, great way for kids to write and have it published in a newspaper. Looking for a chair that can put together the Sunshine Times, bonus if they know how to use Adobe products, but easy even if they don't because we have templates.

Walk and wheels Wednesday

- Will go through the week before Thanksgiving. The international walk to school date is Oct 10th

Meeting adjourned at 10:34am