

September 13, 2019 Meeting Minutes

Call to Order at 9:34 am

Principal's Report

- Thanks for coming. We started this year with 588 students, the largest we've had was 835 a few year ago.
- We've only had a few new staff this year, including a new part time counselor, a new admin, and a new AAP teacher.
- We will be sending a news you choose every other week. Please take a minute to read the information. Most of our information will be on the website as well.
- Twitter is also a great way to see what's happening in the school. You can access through the website without a twitter account. Just access it through the school website.
- We just started giving the i-ready test for grades 1-6 in reading and math. Kindergarten will start later.
- The next test will be the CogACT Oct 1-3.

Treasurer's Report

- Last year we budgeted a \$18k deficit, and only ran a \$12k deficit. The deficit is an effort to burn down the large reserve. On 8/31 our cash balance was \$43k.
- For this year's budget, we decreased our fundraiser income, because some major loyalty rewards (like Giant Rewards) have stopped. Our main fundraisers are LA5K and Pizza Bingo.
- Community events include, Sock Hop, STEAM Fair, and Faculty Volleyball, etc.
- Before and after school income/deficits are a result of the timing of when income versus payments hit the budget.
- Last year, we gave the school \$10k toward the purchase of new computers.
- Admin costs are mostly paypal fees.
- Called for a vote on the new budget – approved.
- The detailed budgeted will be posted online.
- We've also established an Amazon business account, so we can purchase items directly by the PTA instead of the chairs fronting the costs and getting reimbursed later. This also has the advantage of being tax free.
- Chris Wood presented the Audit Report.
 - We had 3 people review the statements and conduct the audit this year.
 - Everything lined up and records were well kept.
 - One check took 1 extra day to get deposited.
 - Called for a vote on the audit report – approved.

President's Report and Program Announcements

- Regan Morgan was nominated for the Vice President position. The motion was voted on and passed.

Open Positions for 2019-2020

- LA5K (2nd shadow) – We already have one shadow, ideally we'd like to have the 2nd chair lined up for a smooth transition.
- Membership and Donations (shadow) - we are looking for a person to shadow Doug Yeagle as this will be his last year.
- LA Runners (shadow) - We need a new parent volunteer, ideally they would shadow Mike Lyons this year.
- Kristin Herrmann will be hosting a PTA Chairs meet and greet the evening of Tuesday, September 24th. Chairs past and present are welcome. Please reach out to Kristin if you did not see the Evite.

Building Use

- As a reminder, FCPS building use and procedures are posted on the PTA website and FCPS community use website.
- Chairs organizing events or meetings at the school need to get requests in to Jennifer Coady three weeks in advance of an event/building use request, honor or cancel any requests (we had trouble with this last year), and ensure prompt review of invoices as these need to get paid pretty immediately following events; etc.

LA5K

- The annual Louise Archer 5K & Fun Run to be held on Saturday, October 19th starting at 8:00 am. This is the 10th anniversary of this fun filled fundraising event and is anyone who wants to run/walk and support Louise Archer. Registration information is on the PTA website. Be sure to register by October 4th to guarantee a t-shirt and get early bird pricing.
- You can also get your family's name on the back of the 5k t-shirt if you sign up as a Family Cheerleader by October 4th! This is a no fuss way to support the PTA and donate \$300 to become a Family Cheerleader.
- If you know a business that may want to be sponsor, they can sign up by October 4th to have their logo included on the 5K t-shirt as well.
- Students are also invited to submit a design for the front of the race t-shirt. The design should be drawn on plain, white paper in black ink with the child's name and grade on the back. Turn in your design to the school front office or your teacher by October 4th.
- We are in need of a few volunteers. Please reach out to Peggy Femenella or Margie Woods for more information.
- For fundraising, so far we have the following sponsors: Emilio Sanchez – Gold, Ghaffari – Silver, Jonna Wooten – Bronze, Optimist Club of Vienna – Bronze, Dr. Garai – Silver, Carleson Design Build – TBD, Urban Mattress – TBD.

Sunshine Committee

- The Sunshine committee's goal is to bring a little sunshine to our staff. We help them celebrate their birthdays and a multitude of "appreciations." In September, the Sunshine Committee will be providing a birthday gift cards for the August and September birthdays. We like to personalize each celebrations, so we distributed a "Getting to Know You" document. In October the Appreciation days begin. Our first is Bus Driver/Crossing Guard/Transportation Appreciation.

Before and After School programs

- Registration is now open and will close Thursday, September 19 at 9:00 pm.

Yearbook

- The Yearbook Committee is asking for volunteer photographers to cover some events. Please go to the PTA website to access the signup genius.
- We have a 3rd co-chair! Linda Cai has stepped up to help this year. Thank you Linda! We would love more parent photographer volunteers.
- There will be a drawing contest for the yearbook cover in October, details are coming soon.

Box Tops

- The box top program is changing. Box tops will still be accepted, but if you see the logo on a box, without a box top, then the receipt would need to be scanned. You can either scan in via the app, or submit the receipt to the pink mail box (within 2 weeks) and Karen will scan it. Instructions about scanning were provided in a recent Tuesday folder. The classes will still have a competition and the class with the most box tops will win a Popsicle party. If you have questions, please reach out to Karen Meade.

Dining for Dollars

- Our first Dining for Dollars event will be on September 25th at Ledo Pizza.
- October 18th will be Foster's Grill, where you can also pick up your LA5K packets, and
- November 12th will be at Chipotle.

Walking Wednesdays

- Our first Walking Wednesdays will start on September 25th

Amazon Smile

- Please consider linking your Amazon charity to the Louise Archer PTA. We currently have 76 accounts linked. This is an easy way to support to school.

Reflections

- The Reflections program is now open and the theme is "Look Within." Guidelines and forms are posted on the Reflections' page on the PTA website. Submissions are due October 16th to the library.
- October 18th will be submission organization day in the Library, if anyone would like to help with this please email Rebecca Graves for details at Reflections@louiseacherpta.org.
- October 21st is the due date for submissions for next year's theme.
- November 21st, we be the Reflections Awards Reception in the cafeteria. We do need someone to volunteer to take a group picture that night, so please email Rebecca if you can help. We will send out an invitation and SUG to participant's parents once we have all the submissions.
- The class with the most participation in Reflections will have a donut party to celebrate.
- We do not know the dates for the county, district or region awards ceremonies yet, but we will provide updates if any of our submissions make it to those levels.

Sunshine Times

- We are now accepting submissions for the Sunshine times. We encourage students to start writing stories, poems, reviews or creating artwork. We will have two editions this year. Please see the PTA website for guidelines.
- We are also looking for help with Adobe to create the layouts. Please contact Leslie Woods if you'd like to help.

International Night

- International Night will be March 6th. The date of the information session is TBD.

Mini Grants

- We are kicking off the Mini Grant process. Teachers/specialists write mini grant requests, a committee reviews all of the proposals, and then we give small grants to fund the proposals.
- Our goal is to get the grants out by November. This year we have a budget of \$10k.
- Please reach out to Sarah Barry, if you'd like to be on committee.

Original Works

- Last spring, the students drew pictures and then the parents had an opportunity to buy products with the artwork printed on it. The artwork was shipped in time for Mother's day and last year we earned \$2k.

Sunbeam

- If you would like anything posted in the Sunbeam, please send your request to sunbeam@louisearcherpta.org by Thursday evening. Submissions will then be compiled and then sent out on Sunday

Odyssey of the Mind

- Thank you to all the parents who are coaches. We are working on forming the teams now.

Book Fair

- The Book Fair will be November 4-8, and will wrap up with the Sock Hop. We will need volunteers to set up, parent volunteers during the week, and volunteers the night of the Sock Hop we break everything down. The signup genius will go out at the end of October, if you have questions reach out to Megan Reynolds.

6th grade celebration

- The 6th Grade Celebration will be at the end of the year. The date is still TBD.

Yearbook booster photos

- Shout ads for your children in the yearbook will be available for purchase soon. The option goes to 6th grade parents first and then opens to the rest of the school. As a result to changes in the yearbook development, the booster ads submissions will be due earlier than in the past.

Spirit Wear

- Free shipping will be offered twice a year. The first round will be October 25th – November 11th. The company will also be offering other coupons every month.

Other topics

- Thoreau - FCPS has a recommendation of no cell phone policy in middle schools and so far has gone over great at Thoreau.
- Club Phoenix is open to 6th graders. The organizers would like more Louise Archer representation. This is a fun clubhouse that is open every day.
- Madison Homecoming is October 4th, the parade will be at 2 PM down Maple Ave. That night is the homecoming football game against Falls Church. Reach out to Stephanie Bollini if you'd like some Madison spirit wear.
- It was asked if we can place a bike rack on the north side of the property. Principal Makrigrigorgos noted that Safety and Security would need to determine if that is feasible.

Meeting adjourned at: 10:38 am